



HERINGTON HOUSE SCHOOL

MOUNT AVENUE, HUTTON, BRENTWOOD, ESSEX CM13 2NS

TEL: 01277 211595

Principal: R.Dudley-Cooke

Deputy Head Teacher: Mrs C.A. Watson Lee

CONDITIONS OF ADMISSION

(To be retained by the Parent/Guardian)

On acceptance of a place a returnable deposit of £500 will be paid.

On acceptance of a place, it is understood that a contract has been entered into, and a full term's fees will be payable unless a full term's notice of withdrawal is given in writing.

All fees are payable in full on or before the first day of each term. Fees not paid after two weeks of any term will be liable to an interest charge of 1.5% per month or part thereof.

Parents with three children at the school will receive a reduction in fees for the third child.

The fees for the whole term must be paid notwithstanding the absence of a pupil during the whole or any part of the term, unless a full term's notice of absence has been given.

Notice in writing must be given to the school no later than the beginning of a term at the end of which it is intended that a pupil shall be withdrawn. In the absence of such notice a full term's fees must be paid for the ensuing term.

Pupils are expected to adhere to the school's rules as laid down from time to time.

The School reserves the right to exclude, suspend or request the removal of any pupil if in the opinion of the Principal it is in the interests of the school and/or of the pupil. Any refund of fees will be at the discretion of the School according to the circumstances of removal.