

1st Mile Academy – Payment Policy (ECD Centre)

Registration Fees

- **New Students:** A **R750 once-off registration fee** is required.
- **Returning Students:** A **R500 registration fee** is required, which increases annually.

Additional Fees

1. **Stationery Fee:** R250 once-off per child.
2. **Deposit:** R500 refundable deposit, deducted from the first month's fees.

Monthly Fees

- **Full Day:** R1 800.00 per month
- **Half Day:** R1 200.00 per month
- **Payment Terms:** Fees are payable in advance, on or before the 5th of each month. Please use your child's full name as the payment reference to ensure correct allocation. Registration will only be confirmed once proof of payment is received.

Fee Policy

1. Fees are divided into **12 equal monthly payments**, including January and December. Fees remain fully due and payable regardless of attendance or holidays.
2. **Withdrawal Notice:** One calendar month's written notice must be given on or before the 1st of the month prior to withdrawing a child. Failure to provide notice will result in liability for fees until notice is given.
 - **Note:** November and December cannot be used as notice months.
3. **Annual Fee Increase:** Fees will be reviewed and may increase annually in May. This will only apply in 2027.
4. **Early Payment Discount:** A 10% discount is offered on fees paid in full for the year before the end of January.
5. **Sibling Discount:** Available; please enquire at the administration office.
6. **Late Payment Fee:** A fee of **R200** will be charged for overdue accounts and will continue monthly until the account is settled.
7. **Non-Payment Policy:** If fees are not paid by the 6th of the month, your child may not attend school until payment is received in full.
8. **Collection of Outstanding Accounts:** Unsettled accounts will be handed over for collection. Legal fees will be for the parent/guardian's account.

9. **Non-Refundable Fees:** Fees are **not refundable** for illness, holidays, or any other cause. Monthly fees remain due regardless of absence.
10. **Extra Mural Fees:** To be paid directly to the service provider, not to 1st Mile Academy.

Banking Details

- **Account Name:** 1ST MILE ACADEMY
- **Account Number:** 4123224183
- **Bank:** ABSA BANK
- **Branch Code:** 632005
- **Reference:** Child's full name

Proof of Payment: Please email proof of payment to admin@1stmileacademy.co.za