



High March

High March School, Ledborough Lane, Beaconsfield, Buckinghamshire HP9 2PZ

Headmistress: Mrs K. E. Gater MA PGCE (Warwick)

PAYING FEES IN ADVANCE PARTICULARS AND TERMS & CONDITIONS

OBJECTIVE

The objective of the Fees in Advance Scheme is to facilitate the provision of education by setting aside a lump sum to cover future fees and costs. However, fees increase by varying amounts each year and so no guarantee can be given that the sum lodged will cover fees and costs for a specified period.

IMPORTANT NOTES

1. The term “parents” includes legal guardians and specifically means the person(s) legally liable for the payment of fees for the named pupil(s).
2. The term “payer” means the person making the payment of the lump sum. This may be the parents, grandparents, or any other person. This Agreement is made between High March School Ltd (the “School”) and the payer but, where the payer is not the parents, the formal agreement of the parents is also required.
3. The School will maintain its direct contractual relationship with the parents under the main parent contract (the terms of which will remain fully in force and effective as between the School and the parents as holders of parental responsibility) and these terms and conditions will form part of that relationship.
4. Please note in the unlikely event that the School were to become insolvent the payer would become an unsecured creditor of the School.

BASIS OF THE SCHEME

In return for a lump sum payment as received by electronic transfer at or after the pupil joins High March School, the School holds the credit balance which is applied against each term’s fee invoice for a set number of terms or when the credit balance is reduced to zero. There is no fee discount benefit for advance payment of fees.

TERMS AND CONDITIONS

1. These Terms and Conditions are supplemental to the School's standard terms and conditions that the parents or guardians agreed when accepting a place for the pupil concerned. These Terms and Conditions form part of the contractual relationship between the parents/guardians and the School.
2. All payments made in accordance with the Scheme form part of the general funds of the School and may be used for such purposes as the Governors may from time-to-time direct. In return for the payment, the School will make a specified payment to the fee account of the pupil of an agreed amount and for an agreed number of terms.
3. The payer agrees that they will remain responsible for payment of any difference between the lump sum paid to the School in advance and any additional fees, VAT or other sums which will be detailed on the termly fee invoice, due to the School immediately upon demand and no later than the day before the start of the term for which such sums apply. All charges will be detailed on the termly fee invoice. Payment of any such difference shall be made in accordance with the School's standard terms and conditions.
4. The Scheme may be used to provide advanced payments towards fees for any set number of terms during the pupil's potential time at the School. The School must in all cases receive payment before the beginning of the first term to be covered.
5. The payment of a single sum for the provision of a future fee credit does not in itself guarantee a child a place in the School, nor does it in any way alter the terms of entry to the School nor entitle the child to preferential treatment.
6. The School's standard terms and conditions shall continue to bind the parents / guardians and, if a child leaves the School for any reason prior to the commencement of the last term covered by this Scheme, the unused proportion of the payment made under the Scheme will be refunded less any amounts owed to the School at the time of the refund, including any fees payable in lieu of notice.
7. Queries or requests for information should be addressed to finance@highmarch.co.uk.
8. Participation in the scheme is agreed subject to confidentiality.
9. Since personal financial circumstances can play so large a part in deciding whether or not to enter the Scheme and as the School, its Governors or Officers cannot accept responsibility for the accuracy of this information, parents and relatives should consult their professional advisor before entering into this Scheme.

Fees in Advance Notification Form (2024)

Please complete, print and sign this form and return to our Finance Officer via the School Office

Pupil Details	
Name of Pupil	
Who is currently in... (e.g. Reception, Year 1, Year 2 etc.) OR Is entered for admission in... (e.g. 2026)	
Agreement	
We/I agree to the conditions set out in the Paying Fees in Advance Particulars and Terms & Conditions. (Delete as appropriate)	
Payment Details	
Account High March School Limited	
Sort Code 30-96-54	
Account Number 00129547	
Payment Reference <Surname>	
We confirm a bank payment for Fees in Advance of... (GBP)	
£	
Date of Payment	
Parental and Payee Details	
Full name and Signature of both Parents or Guardians (required regardless of who makes the payment)	
Parent/Guardian 1	Parent/Guardian 2
Full Name	Full Name
Relationship to the Pupil	Relationship to the Pupil
Date	Date

Permanent Address (incl. Postcode)	Permanent Address (incl. Postcode)
Email	Email
Telephone Number	Telephone Number
Signature	Signature
Full name and Signature of person making payment (if different from Parent/Guardian)	
Name	
Relationship to the Pupil	
Date	
Permanent Address (incl. Postcode)	
Email	
Telephone Number	
Signature	

If you have any questions regarding this form, please contact finance@highmarch.co.uk.