



**Please see below – these are the terms and conditions which are contained in the contract signed by parents to confirm your child’s place at Wu Kai Sha Kindergarten:**

**CONTRACTUAL TERMS AND CONDITIONS**

1. I accept the offer of a place for my child at the designated ESF International Kindergarten for the 2015/16 academic year.
2. I understand that the current annual fees for the academic year 2014/15 are HK\$65,000, paid over 10 months. For the following academic year, and in subsequent years, the fees may be revised, subject to the approval of the Education Bureau. I agree to pay the fees duly approved by the Education Bureau and acknowledge that fees are due in advance on the first day of each month. I also agree that payments for school fees will be made by direct debit through a local bank on the second working day of each month.
3. I understand that fees are charged for a complete month. There is no pro-rata adjustment for attendance for part of a month.
4. I understand that if fee payment is overdue for one month, students may be excluded from school. Once excluded, students will not be re-admitted until all arrears are cleared, with one further month’s fees paid in advance.
5. I understand that I am required to pay the first month’s school fees in advance and that that this payment is non-refundable if the place is not taken up.
6. I agree to purchase a refundable debenture of HK\$7,000, the terms and conditions of which are attached to the debenture application form.
7. I agree to give the Kindergarten at least two months’ prior written notice if I withdraw my child from the Kindergarten prior to his/her graduation from the Kindergarten.
8. I agree to the Kindergarten’s approach to teaching and learning and I accept and will uphold the Kindergarten’s policies and procedures.
9. I agree that in the event of my temporary absence from Hong Kong, I will appoint a legal guardian for this period and will inform the Principal accordingly.
10. I understand that the Kindergarten may ask me to withdraw my child from Kindergarten if it is found that the Kindergarten cannot cater for the special needs of my child.
11. I understand that obtaining a place within an ESF Kindergarten does **NOT** guarantee an interview or place within an ESF Primary School or an ESF Private Independent School.

I hereby accept the offer of a place for my child at ESF Educational Services Limited – ESF International Kindergarten (Wu Kai Sha) on the terms and conditions set out above. Cheques are payable to **ESF Educational Services Limited**.

