



# Kampala Community International School

## Financial Terms and Conditions

KCIS uses a fixed number of weeks per term so as to divide the school calendar into equal teaching periods. These terms are either 12 or 13 weeks each and do not run exactly as per the traditional international school calendar, but school holidays are inline with the international school calendar.

### Fees

School fees can be paid either termly or annually.

Programme		Term Fee (2021/22)	Yearly Fee (2021/22)
Key Stage 1	Years 1 & 2	\$1391 USD	\$3,756 USD
Key Stage 2	Years 3, 4, 5 & 6	\$1530 USD	\$4,131 USD

There is a one-off registration fee of \$200 per child on admission. Extras include: a termly charge of \$55 for swimming which is conducted externally. Optional extras include: lunch - prepared and cooked fresh each day on the school premises. We offer an international menu providing a wide variety of nutritious and balanced meals on a three week rotation. Lunches are \$214 a term. We also provide a daily fruit snack at morning break. Morning & afternoon care are available from 7.00am and until 4.30pm and are each charged at \$50 a term. Please see our financial terms and conditions for more information and payment details.

Fees are due the week before the end of the previous term. Please note the fee due dates below.

Term & Fee Dates 2021/22			
	Term Dates	Fees Due	School holidays within the term (dates are inclusive)
Term 1	18th August 2021 - 26th November 2021	1st August 2021	11th - 15th October 2021
Term 2	29th November 2021 - 18th March 2022	19th Nov 2021	16th Dec 2021 - 4th Jan 2022; 14th - 18th Feb 2022
Term 3	21st March 2022 - 17th June 2022	11th March 2022	4th - 19th April 2022

1. School fees are due exactly one week prior to the last day of the previous term. These dates are set out in the Term & Fee Dates Table.
2. Fees that are paid late are subject to additional fees:
  - ◆ If a payment is not made within one week of the due date, a \$25 late charge is applicable (unless other arrangements have been made with the Directors).
  - ◆ For every additional day late, a fee of \$5 will be charged.
  - ◆ If fees are not paid within seven days of the late payment notice, attendance at KCIS will no longer be permitted until fees are paid in full, including the late fees (unless other arrangements have been made with the Director).
  - ◆ If fees are not paid within thirty days of the due date, KCIS can no longer hold a space for your child.
3. Lunch, swimming and extended care fees are also due one week prior to the last day of term.
4. Clubs and Private Individual Music Lessons must be paid for before a child commences the programme.
5. All fees are payable in US Dollars and should be paid directly to the bank.
6. Cash can only be accepted in the school office for Morning or After Care, uniform, library costs, late pick up fees and school event tickets. Please note, only shillings are accepted at the school office.
7. Fees once paid are not refundable.
8. If part payment is made, it will be allocated to fees before lunch, swimming & clubs.
9. Fees for new students are payable by the first day of school. Spaces cannot be reserved without financial commitment.
10. Cash payments should be deposited directly to KCIS School's bank account.

11. Cheques from Ugandan bank accounts are also accepted and may be presented at the bank or the school office. Cheques are payable to Kampala Community International Primary School. A chargeable fee for bounced checks is \$75 USD.
12. Bank transfers should be received by the due date to avoid late charges. Any transfer charges should be paid by the parent/guardian. Any bank charges not covered will be debited from next term's fees and an equivalent transfer fee added to the next term's fees.
13. Students who enter the school after the start of the term will be charged a full term's fees if before half term and a half term's fees if after half term.
14. One term's notice is due when withdrawing your child from school. If less than one term's notice is given, fees are due for the following term.
15. If your child is withdrawn, there will be no refund after the fees have been paid.
16. If your child is going to be away or withdrawn for an extended period, in order to retain their space at KCIS, term fees are still expected to be paid on time. If you fail to do so, we cannot guarantee your child's space at KCIS and upon re-entering you will be required to re-register your child, including re-payment of the registration fee.
17. In the case of prolonged default or delay in payment, personal information and details of outstanding school fees may be disclosed to outside agencies for debt collection activities. Any costs associated with collection of outstanding school fees are charged to the parent.
18. KCIS reserves the right to withhold a student's work and reports if fees have not been paid.