



Φρόνηση
Ανδρεία
Δικαιοσύνη
Σωφροσύνη

ZENON
GREEK SCHOOL

Enrolment Term and Conditions

FEES & PAYMENTS

Zenon school fees are annual. The updated school fees can be obtained by contacting the school directly.

School Fees can be paid in one of the following methods:

1. **Early Bird** (carrying 10% discount on the total annual fees, when paid by 20th December 2023)
2. **Up-front** (carrying a 5% discount on the total annual fees when paid by 31st January 2024)
3. **Two installments**
 - 1st installment paid by **31st January 2024** and
 - 2nd installment paid by **30th June 2024**

FAMILY DISCOUNTS: Families with two or more children receive a discount. Fourth child is free.

REFUNDS: School fees are not refundable. This applies to students who discontinue for any personal or family reason including when families decide to go away on holidays. A refund or credit can be considered and approved by the school only when a student becomes unable to attend classes due to diagnosis of a serious illness/injury or health impacting condition.

LATE/UNPAID SCHOOL FEES

- Any special fee-payment circumstances need to be discussed with the school administration at the beginning of the school year.
- The school reserves the right to recoup any administrative expenses incurred because of parents failing to respond to reminders for outstanding fees.
- A late payment fee of \$40 per instalment is charged if school fees remain outstanding and have not been received within 14 days of the due date, unless otherwise approved by the school administration.

- Following a final reminder, failure to immediately pay the outstanding school fees, inclusive of the late payment fee or any other associated outstanding fees, may result in termination of the student's enrolment and dealt with a Debt Collector.
- Should a student's enrolment be terminated, the school may prevent the student from attending classes and reserves the right to withhold school reports.

DISCONTINUATION

- For a student to discontinue prior to a paid period/term, the parent must inform the school in writing at least 30 days' notice before the student's final attendance day.

PROPERTY DAMAGE

Parents and/or guardians are responsible for any costs incurred as a result of damage caused by the student on the school premises.

COMMUNICATION

Zenon communicates with parents and families mainly through email except for emergencies where parents are contacted by phone. It is up to the parents to ensure that they inform the school about any changes to their personal and emergency contact phone numbers or email addresses.

Parents need to ensure that emails from the school end up in their inbox and not going to junk mail (particularly with homail.com, live.com, outlook.com email accounts/domains). If a parent is not receiving email notifications, they are advised to contact the school.

ALLERGIES – MEDICAL CONDITIONS

Parents are responsible for informing the school of any serious allergies and medical conditions of their child and any necessary medications (ie. EpiPen, Asthma inhaler etc) should be included in the student's school bag at every lesson. An updated Action Plan is required to be provided to the school early in the year. In case of a student known to have an allergy or other medical condition, the school is not held responsible where the parent fails to provide the school with their child's medications or to include these in the child's school bag at each lesson.

Zenon Administration