



18 September 2020

Dear Parents

2020 has been a year of the unpredictable, despite the challenges covid19 and lockdown have thrown at us we have been pleased with the progress we have managed to make in improving our school during this time.

Budgeting in this uncertain environment is not an easy thing to do and we have tried to balance our fee increases with the economic impact of covid-19.

We do not have a consistent increase across all the grades as we are working to smooth the gaps between grades and phases so that the annual grade cost progressions, especially in the pre- and primary school are less pronounced. This means some grades may increase more than other grades now to allow us to achieve this smoothing of fee levels over the next couple of years. Despite this we have managed to keep the fee increases in more than half the grades at 4,5% year-on-year.

Full fees are available on the following page, which also indicates the monthly payments over 11 months for all grades; except grade 12 fees, which are payable over 10 months.

One differentiator between Hermannsburg and most other schools is that we are transparent and inclusive with our fees. Other than supplementary and voluntary costs which we try to make clear up-front (in this document); our fee is what you pay, and there are unlikely to be additional charges.

Please feel free to address any questions to the principal at [principal@hmbschool.co.za](mailto:principal@hmbschool.co.za) or the bursar if it is a specific account query at [finance@hmbschool.co.za](mailto:finance@hmbschool.co.za).

Kind regards

Trevor Harbottle  
Principal

Doug Lorrimer  
Chairman: Ziduli Properties



## Hermannsburg

### FEE STRUCTURE FOR JANUARY 2021 TO DECEMBER 2021

#### 1. ANNUAL TUITION, TRANSPORT & BOARDING FEES

GR	ANNUAL TUITION FEE	ANNUAL FULL BOARDING FEE	TOTAL ANNUAL TUITION & FULL BOARDING FEE	Monthly Instalment (Tuition over 11 months)	Monthly Instalment (Tuition & weekly Boarding over 11 months)	Monthly Instalment (Tuition & full Boarding over 11 months)
RRRR	R24 140	-	-	2 200	-	-
RRR	R24 140	-	-	2 200	-	-
RR	R24 140	-	-	2 200	-	-
R	R30 350	-	-	2 760	-	-
1	R38 550	-	-	3 510	-	-
2	R43 370	-	-	3 950	-	-
3	R45 980	-	-	4 180	-	-
4	R50 580	-	-	4 600	-	-
5	R50 580	-	-	4 600	-	-
6	R50 580	-	-	4 600	-	-
7	R50 580	-	-	4 600	-	-
8	R79 500	83 500	163 000	7 230	14 130	14 820
9	R79 500	83 500	163 000	7 230	14 130	14 820
10	R80 470	83 500	163 970	7 320	14 220	14 910
11	R80 470	83 500	163 970	7 320	14 220	14 910
12	R80 470	83 500	163 970	7 320	(10m) 15 940	(10m) 16 400



## Hermannsburg

### 1. ANNUAL TUITION, TRANSPORT & BOARDING FEES

- Payment of the annual school fees and boarding fees must be made either upfront or MONTHLY IN ADVANCE IN 11 MONTHLY INSTALMENTS FROM JANUARY TO NOVEMBER. Payment of monthly instalments must be by debit order.
- Payments for the term must be paid up-front, before the start of term. Parents paying termly must sign a debit order form which will be kept on file as a precaution.
- **All parents paying on a monthly basis must have a debit order form signed.**
- Grade 12s are expected to pay in no more than 10 MONTHLY instalments.
- Payment in cash will attract deposit fees at a rate of 3.5% of the amount deposited. This is to cover bank charges and security costs.
- Due to the high risk and costs of cash, the school encourages parents to pay by debit order or EFT.
- When making a payment, parents are kindly requested to use their school account code (e.g. MDA01) as well as the purpose of the deposit, as a deposit reference.
- EXAMPLE 1: WHEN PAYING FOR SCHOOL FEES (Deposit reference: MDA01schoolfee)
- EXAMPLE 2: WHEN PAYING FOR MUSIC (Deposit reference: MDA01music)

### 2. FAMILY DISCOUNT

- A discount of 5% (of the Total Annual Tuition Fee only), is allowed for the second child and subsequent children within the same immediate family.
- 'Immediate family' means biological children or adopted children, of the same care-givers - living within the same household.
- Legal guardianship does not qualify for a family discount.
- **The fees for the Boarding Establishment are not subject to the family discount.**

### 3. EARLY SETTLEMENT DISCOUNT

- Parents who provide proof of payment of the Total Annual Tuition Fee (or Total Annual Tuition & Boarding Fee) before 18 January 2021, will be entitled to an 8% discount on tuition and/or boarding fees only.
- Where payments are made in advance, annual (as opposed to monthly) tuition and/or boarding fees will reflect on parents' statements.
- **Please note that this discount does not apply to settlements paid by credit card and/or cash, due to the additional bank charges incurred.**
- **International transfers take longer to clear so please make sure that you make allowance for this when paying for school fees.**

### 4. DAILY TRANSPORT COSTS

- Greytown: R6 600 a year or R600 per month over 11 months, paid up-front.
- Kranskop: R6 050 a year, or R550 per month over 11 months, paid up-front
- Tickets for once-off trips may be purchased at a cost of R25/scholar/trip.

### 5. MID-TERM & HOLIDAY TRANSPORT COSTS

This cost applies when children use school transport to be taken to the airport or to various centres for mid-term breaks and holidays:

- Pietermaritzburg / Stanger = R250 (one way)
- Durban Airport / Westville / Ladysmith / Empangeni = R400 (one way)
- Vryheid / Harrismith / Underberg = R600 (one way)



## 6. NEW ENROLMENTS

- A non-refundable early-bird application fee of R500 is payable on submission of a fully completed application form (effective from 01 January 2021 - 31 August 2021).
- Thereafter the non-refundable application fee for 2021 will be R1 000.
- Once a scholar is offered a place at Hermannsburg School and such an offer is accepted, an acceptance fee is to be paid immediately to secure this place.

### NON-REFUNDABLE ACCEPTANCE FEE

- Grade RRRR to Grade 7 **R1000**
- Grade 8 to Grade 12 **R5000**
- Any amount paid to secure a place in the Kindergarten and Primary School during Grade 1 to Grade 7, will be treated as PAYMENT of the High School non-refundable acceptance fee. The non-refundable acceptance fee will be credited to the particular scholar's school fees account, as per the enrolment contract.

## 7. TEXTBOOKS

- Textbooks are to be purchased by the school.
- The school will issue the textbooks at the start of the year, as a debit on the parents' account. At the end of the year 75% of the initial debit will be credited as a refund to parents. This will cover the depreciated loss on the textbooks.
- If a book is lost, the cost of this book will be deducted from the credit refund.
- An amount of 75% of the amount charged for textbooks will be credited to the parents' account for textbooks returned to the school in good condition. (This condition will be assessed by the School whose assessment is final).
- For this year only we will buy back (via a school account credit) textbooks - in good condition - owned by scholars and parents, at set prices, of 75% of the new cost. The prices and process will be communicated in due course.

THESE ARE ESTIMATED COSTS ONLY AND CAN VARY.

Grade	Fixed Cost (per annum)	Possible Refund (per annum)
1	R800	-
2	R800	-
3	R800	-
4	R2 000	R1500
5	R2 000	R1500
6	R2 000	R1500
7	R3 000	R2250
8	R3 000	R2250
9	R3 000	R2250
10	R3 000	R2250
11	R3 000	R2250
12	R3 000	R2250



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### 8. SUPPLEMENTARY COSTS:

- These costs will be billed separately and parents will be forewarned of such expenses.
- Supplementary costs must be paid up front. An activity must be paid for before it is used.
- Monies received are first used to cover fees, before being put towards the supplementary costs.

#### Examples of Supplementary costs include:

- Germany Exchange Programme for Grade 10
- Grade 7 Camp
- Heritage Trail
- Materials for Art (grade 8 onwards)
- Music examination fees
- Grade 12 IEB fees
- 8<sup>th</sup> subject fees
- Prefects' camp
- Extra-curricular / extramural activities such as Nature Club and Pottery
- Transport and participation in KZN Youth Choir and KZN Midlands Youth Choir
- Sport Olympiad of the German Schools in southern Africa
- Examination re-writes
- Voluntary activities
- Additional tutoring
- Special entertainment
- Non-compulsory travel and accommodation
- Stationery (this must be purchased by parents; and is not provided at school).

### 9. SPECIFIED SUPPLEMENTARY COSTS FOR EXTRAMURAL ACTIVITIES

- Nature Club = R1400 (per annum)
- Pottery = R25 per session per child
- Estimated School Uniform Cost = R4000 per child

### 10. AFTERCARE

- Aftercare is provided at R30 per day from 14h00 - 15h00.
- Aftercare is provided at R50 per day from 14h00 - 17h00.
- This must be booked at least 24 hours in advance.
- **A penalty of R50 per hour will be charged for aftercare not booked in advance.**

### 11. EXPENSES FOR THE GERMANY EXCHANGE PROGRAMME

- Every second year, scholars in Grade 9 & 10 have the opportunity to participate in the school's Germany Exchange Programme (GEP).
- **The cost for 2021 is estimated at R39 500 per child (which includes flights). R19750 (50%) OF THIS AMOUNT MUST BE PAID BY 30 SEPTEMBER 2020, FOR CURRENT GRADE 9 and Grade 10 SCHOLARS wishing to participate in the GEP.**
- Please note that the 2021 GEP must be paid in full before 31 December 2020.
- As this is a large amount of money, the School encourages parents of scholars wishing to participate in the GEP to start paying towards the cost of this programme from Grade 8 already. Please contact the Bursar to make the necessary arrangements.



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### 12. SPECIFIC BOARDING RATES

- The School encourages weekly boarding (i.e. boarders only staying in the BE during the week). **ANNUAL COST FOR WEEKLY BOARDERS = R75 870 Or R6 900 over 11 months.**
- A daily boarding rate of **R350** per person per night (including meals) will be charged for day scholars staying in the Boarding for short periods. This amount is to be paid in advance on submission of the application form.

### 13. LAUNDRY

- A laundry service is offered to staff and day scholars on short-term boarding stays at R450 per month (or part month) per person (**this fee is included in the boarding fee for scholars staying in the BE**).

### 14. ADDITIONAL SUBJECT COSTS (8<sup>TH</sup> SUBJECT, 9<sup>TH</sup> SUBJECT)

- Should a scholar wish to take additional subjects (8<sup>th</sup> or 9<sup>th</sup> subjects) the cost per additional subject is **R12 750** per annum, payable with the school fees, either upfront or by monthly debit order.
- Should a scholar select to do a subject which is offered online, parents are responsible for paying the service provider directly before the school provides tutoring support.

### 15. GRADE 12 IEB EXAM REGISTRATION

- 7 Subject package: R7 364
- Additional subjects: R1 275 each.

### 16. MUSIC FEES

- **Music Fees are payable directly to the music teachers.**
- **For instrument hire: Payment of a refundable deposit: R500 (the instrument will not be issued to the scholar if the deposit has not been paid).**
- **Monthly hire charge: R100 per month, payable over 10 months.**

### 17. INSURANCE AND MEDICAL AID

- Parents are requested to ensure that their child/children are members of a medical aid scheme and to provide the school with a copy of the medical aid card and a copy of the main member's ID.
- The school cannot pay for doctors' visits nor for any prescribed medicines the child may require. Children not covered by a private medical aid scheme will have to be taken to a government medical facility for treatment, unless **prior arrangements** have been made with the school regarding payment for private medical care.
- Whilst every care is taken to prevent loss and damage, parents are nevertheless requested to ensure that their child's/ children's valuable possessions (e.g. laptops etc.) are adequately insured under their own personal all risks insurance policies. The School cannot be held liable for theft/loss/damage of any scholar's possessions.



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### 18. NON-RESIDENTS: PAYMENT OF ANNUAL FEES AND POTENTIAL SURCHARGE

- Parents/guardians and scholars residing outside the borders of South Africa must comply with the following conditions.
- **NON-RESIDENTS ARE REQUIRED TO PAY A REFUNDABLE DEPOSIT OF 25% OF THE ANNUAL FEES (TUITION AND BOARDING) IN ADVANCE.**
- Rigid Exchange Control regulations promulgated in 2004 necessitate one term's fees (in addition to the acceptance fee) being paid to the school before a scholar, who is a resident of a country outside of the borders of the South Africa, can be admitted. During the time that the scholar attends Hermannsburg School, payment of tuition and boarding fees must always be paid one term in advance, in order to comply with the law. Additional charges must be settled as they arise.

### 19. NOTICE OF WITHDRAWAL

- A full calendar months' notice, in writing, or one month's fees in lieu of notice is required before withdrawing a scholar from the School, the Boarding Establishment, or participation in extra subjects.
- This means that if your child is removed from boarding and/or school during any month, without written notice **BEFORE COMMENCEMENT OF THAT MONTH**, then fees will be charged for the remainder of that month **AND** the following month.

### 20. SCHOLARSHIPS & BURSARIES

The School has a limited number of bursaries available for financial assistance. Parents requesting consideration for a bursary will be asked to complete a financial assistance application form and to submit the following supporting documents to the Bursar:

#### Supporting documentation

- **3 months' most recent payslips;**
- **3 months' most recent bank statements;**
- **Latest audited financials or management accounts (in the case of a business)**

Please contact the Principal, Bursar, or Admissions officer for more information.

### 21. QUERIES

If you have any queries with regard to your school account, please contact the bursar on [finance@hmb.school.co.za](mailto:finance@hmb.school.co.za) or call the school office on 074 125 0054.