

Parent Contract Terms and Conditions

What these terms cover. These are the terms and conditions on which we provide educational services.

Why you should read them. Please read these terms carefully before you accept our offer of a place at the School for your child. These terms tell you who we are and how and on what basis the School will provide educational services.

In these terms you will see some parts writ

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assist the proper administration of the School. A copy of the current version of the Behaviour Policy is available on the school website www.sjcs.co.uk and from the School at any time upon request

"term" means a period of the School year as notified to parents from time to time;

"a term's notice" means written notice given not later than the first day of the term before the term to which the notice relates;

you wish to withdraw your child with effect from the start of the summer term (which is the term to which the notice

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PLEASE READ THIS NEXT SECTION CAREFULLY -



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either parent or both parents. The only exceptions to this are set out in Clause 4.5 immediately below. Court orders (for example where parents are separated or divorced) and other arrangements between parents or third parties relating to fees do not normally bind or apply to the School, and do n

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- 4.12 We can recover our costs for recovering late or non-payments. You will be responsible for paying the costs we incur in recovering, or attempting to recover, any unpaid fees or supplemental charges from you (including reasonable legal costs).
- 4.13 We can notify other educational institutions of your outstanding payments. We may inform any other school or educational establishment to which you propose to send your child of any outstanding fees or supplemental charges.

PLEASE READ THIS NEXT SECTION CAREFULLY - it sets our right to increase the fees during the course of your child's time at the School.

- 4.14 Our ability to increase the fees. We will review our fees during the course of your child's education (usually annually) ~~and 4.15~~ increase them. Notice of an increase in the fees will be sent to you before the end of the penultimate term before the increase is to take effect; for example, if the fees are to increase at the start of the Michaelmas term, we will notify you before the end of the preceding Lent term. This will allow you time to consider the increase and, if you wish to withdraw your child from the School before the proposed increase is due to take effect, then you will have sufficient time to provide the required term's notice of withdrawal to the School under Clause 5.1 below.

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term's notice had been given. This means that if, for examp

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effect. For example, if a change is to take effect at the start of the Michaelmas term, we would notify you before the end of the preceding Lent term. This will allow you time to consider the proposed change and, if you wish to withdraw your child from the School before the proposed change is set to take effect, then you have sufficient time to provide the required term's notice of withdrawal to the School under Clause 5.1 above.

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10. Insurance

- 10.1 Your responsibility to make your own insurance arrangements. You must make your own insurance arrangements if you require cover for your child or their property while at School or for the payment of fees due to absence of your child or closure of the School premises.

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Although there will be circumstances when it is appropriate to seek a parental consent, children's data protection and privacy rights are their own. The law considers that children of average maturity will, from the age of around 12, have sufficient awareness of their own privacy to make certain choices relating to their personal data themselves. Parents' views remain important, but sometimes the law will require us to give more weight to the decision the child makes about his or her own privacy.

For most purposes, it will not in fact be necessary or practical for us to obtain consent from you (or your child) for the use we make of you or your child's personal data. The law recognises this but also requires that, as far as possible, we set out clearly what these uses will be. Please also see our Privacy Notice, which is available on the School's website.

11. How we may use Personal Information: References, Confidentiality and Data Protection

- 11.1 References for your child. We may supply information and a reference in respect of your child to any educational institution which you propose your child may attend. Any reference supplied by us (or received by us) will be confidential. We will take care to ensure that all information that is supplied relating to your child is accurate and any opinion given on his/her ability, aptitude for certain courses and character is fair. However, we cannot be responsible for any loss you or your child is alleged to have suffered resulting from opinions reasonably given, or correct statements of fact contained, in any reference or report given by us.
- 11.2 We will need to use information relating to your child, and to you, for certain purposes connected with the running of the School. This will include name, contact details, school records, photographs and audio-visual recordings (including recordings of lessons), both whilst your child is at the School and after he or she has left, for the purposes of:
- 11.2.1 managing relationships between the School and current pupils/parents and fulfilling our obligations to you including educational and examination purposes, safeguarding, statutory reporting, health and safety, complaints, administration and processing of fees; and
- 11.2.2 promoting the School to prospective pupils/parents, publicising the School's activities and communicating with the school community and the body of former pupils.
- In respect of sub-clause 11.2.2, this includes use of such information by the School in/on the School's prospectus (in whatever format or medium it is produced/made available), the School's website(s) and (where appropriate) the School's social media channels.
- 11.3 You are required to update us of changes to information held, or in circumstances relating to, you and/or your child. You must:
- 11.3.1 confirm (or update, if necessary), when requested, such information (and/or documentation) about you and/or your child that is held by the School; and
- 11.3.2 inform the School of any change to you or your child's circumstances (including, where applicable, in connection with your child's entitlement to enter, reside and/or study in the United Kingdom), or to information about you or your child that has previously been notified to the School, including relevant contact details.
- 11.4 We will send information (eg, school reports) about your child to both of you as a matter of course. Any person who has parental responsibility for your child is

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reasonably practicable in the circumstances the School shall try during the continuance of the event to continue to

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17. The Law that applies to this contract and where legal proceedings may be brought
- 17.1 The law that applies to this contract. The contract between you and the School is governed by English Law and either you or the School must bring legal proceedings in respect of this contract in the English courts.
- 17.2 Rights in relation to the enforcement of this contract. If we choose not to enforce any part of this contract, or delay enforcing it, this will not affect our right to enforce the same part later (or on a separate occasion) or the rest of this contract. If we cannot enforce any part of this contract, this will not affect our right to enforce the rest of this contract.

18. Changes to these Terms and Conditions
- 18.1 Reserving the right to change these terms and conditions. We reserve the right to change or add to these terms and conditions from time to time for legal, safety or other substantive reasons or in order to assist the proper delivery of education at the School. The School will send you notice of any such modifications prior to the end of the penultimate term before the modifications are to take effect. For example, if the updated terms and conditions are to take effect at the start of the Michaelmas term, we will notify you before the start of the preceding Summer term.