

SECTION 5: MISCELLANEOUS

19. Optional Enrichment Programmes

All fees payable to enrichment service providers shall be subject to the financial terms set by the service providers. The Kindergarten is not liable for any financial dispute arising from such financial transactions. However, the Kindergarten shall ensure the principles of fair practice among the service providers.

20. Bus Transport

All transport arrangements are made directly with the transport providers and shall be subject to the financial terms set by the bus operators. The Kindergarten is not liable for any financial dispute arising from such financial transactions. However, the Kindergarten shall ensure the principles of fair practice among the bus operators.

21. Special Activities

These activities include project work, excursions, annual concert, camps, field trips, special events etc:

- All fees paid to the Kindergarten for curricular activities are not refundable, nor transferable.

22. Purchases from the Kindergarten

Purchases of school items refer to school uniforms, T-shirts, name tags, school bags, jackets, caps, etc:

- Non returnable
- Non refundable
- Items are exchangeable within 3 days from date of purchase
- The Kindergarten reserves the right to repurchase the unused items at the sale value.

23. Meals

The children's meals during snack or lunch time are provided free of charge. The Kindergarten does not cover the cost of special meal arrangements for excursions and special events.

24. Insurance

The Kindergarten provides a 24-hour world-wide coverage Group Personal Accident Insurance Policy for each student free of charge.

25. Donations

All donations to the Kindergarten shall be acknowledged with a receipt and accounted for in the financial system of the Kindergarten.

26. Tokens of Appreciation

Staff members of the Kindergarten are allowed to receive tokens of appreciation in kind, but are not allowed to receive cash from parents of the children.

27. Baby Bonus

The Baby Bonus can only be used for the payment of school fees, book fees, and supplementary fees. The deposit must be paid by cash or cheque:

- Application for deduction of baby bonus must be received by the Office by the due date stated. All successful applicants shall be informed within the month.
- An administrative fee of \$30/- is chargeable and covers all future transactions.

28. Refund of Book Fees for Siblings

The book fees shall be refunded on presentation of a complete set of current books for use by younger siblings at the beginning of the new academic year.