

## ACCEPTANCE OF OFFER OF ADMISSION OF PUPIL TO EPSOM HOUSE

Contract between: *The Epsom Girls Grammar School Board of Trustees ("the Board")*

and \_\_\_\_\_ *the undersigned.*

(Name - Parent/Guardian)

I/We \_\_\_\_\_ parent/guardian of \_\_\_\_\_ ("the Boarder"):

1. Accept the offer to admit the Boarder for the 2016 school year as a boarder at Epsom House at fees determined by the Board ("the Fees") payable in advance and on the terms set out below.
2. Have read the Epsom House Handbook and acknowledge the Aims and Objectives of the Board as stated in the Epsom House Operating Guidelines.
3. Have read the Epsom House Handbook and undertake to make every effort to ensure the Boarder abides by the school rules and the Epsom House rules as amended from time to time.
4. Undertake to accept and abide by all disciplinary decisions taken by or on behalf of the Board and, immediately upon receipt of advice of the suspension or expulsion of the Boarder from, or upon the forfeiture of her place at Epsom House, to remove the Boarder and all her effects from Epsom House.
5. Undertake to pay the annual Development levy to the Board at the Board's office by the due date.
6. Undertake to pay the Fees to the Board at the Board's office by due date, and acknowledge that the fees are payable in five instalments in the months January through September on the dates set out in the schedule of instalments.
7. Agree that, if the Fees or any instalment of the Fees are not received by the Board by the due date in each case, the Board may, with 14 days written notice to the undersigned, forfeit the boarder's place in Epsom House.
8. Acknowledge liability, from the date of signature below, for the Fees for the full school year when they fall due. For the avoidance of doubt, the Fees for the full year are payable despite the non-commencement, non-attendance, withdrawal or expulsion from Epsom House of the Boarder. In the event that the Boarder does not commence boarding or no longer attends Epsom House for whatever reason, the Fees for the full school year (or any balance thereof) are payable by the 20<sup>th</sup> of the month following the Boarder's non-commencement or non-attendance at Epsom House.
9. In the event that we fail to pay the Fees or any portion of the Fees we acknowledge that the Board may take all reasonable steps to recover the unpaid fees ("the Debt") and we agree to pay interest at 5.9% pa together with all costs associated with the Debt collection (including but not limited to full solicitor/client costs, filing fees etc).

Signature (Parent/Guardian) \_\_\_\_\_

Date:

Name: \_\_\_\_\_

Signature (Parent/Guardian) \_\_\_\_\_

Date:

Name: \_\_\_\_\_

### ACCOUNT DETAILS:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Boarder's Name: \_\_\_\_\_

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### Acceptance for and on behalf of the Board of Trustees

Principal: \_\_\_\_\_

Date: \_\_\_\_\_