



# ST. ANNE'S TUITION

## TERMS & CONDITIONS

### **STATIONERY**

Everything your child needs is provided by St Anne's After-School Tuition (pens, pencils, paper etc.).

Your child's St Anne's Tuition folder is to be used for reference throughout the school year and brought to each tuition class.

### **PAYMENT**

- Upon arrival, payment of each class can be made by cash or cheque (*cheques payable to "Mrs Hilary Harris"*).
- Admittance to classes to be granted upon payment.

### **DISTRACTIONS**

- We respectfully request that mobile 'phones, electronic devices and foodstuffs are not brought to classes.
- Distracting pupil behaviour will result in the guardian being contacted for the immediate collection of the child. No refund of the class fee will be provided in this circumstance.

### **TIME KEEPING**

- To avoid disrupting fellow pupils, admittance to classes cannot be granted after the start of each lesson.
- If a pupil's collection is delayed more than 5 minutes, £2 will be payable every 5 minutes thereafter to cover extra supervision.