



Loreto Convent School

135 Nana Sita Street, Pretoria • PO Box 11381 Church Square 0001 • Tel-School Office 012 326 6342

• E-mail: finance@loreto.co.za

IMPORTANT FINANCIAL INFORMATION – 2024

SCHOOL FEES:

- All school fees are due monthly in advance by the 7th i.e. January fees should be paid by 7 January. If you get paid on the 15th of each month, we will allow payment on the 15th. All school fees are payable over 11 months, from January to November, except for **Gr 12 which is payable over 7 months (January to July)**. Please make sure you pay your fees every month on time as unpaid fees will result in your child not receiving her/his report card during the year.
- Statements are sent out monthly via email only. Should the account holder not receive a statement please contact Mrs Swart at finance@loreto.co.za to alert the school.
- When making a payment directly at the bank or via electronic transfer, your deposit slip / electronic transfer is your proof of payment. No receipt will be issued by the school.
- When making a payment directly at the school with a card, a receipt will be issued. Please limit credit card payments as far as possible, as bank charges for these transactions are extremely high and not negotiable at the bank. The school is kindly requesting that payment of fees is done by either EFT payments or debit orders, which the school can assist with, after requesting a debit order form to complete.
- **The school strongly requests that no cash payments be done at school as this poses a significant security risk. Cash deposits at your bank's branch are also discouraged, as the bank fees charged on these deposits are extremely high. The D6 APP offers a cashless payment, which will automatically be allocated to your account.**

Please only use your account reference as a reference when making a payment at the bank or via EFT. The reference is a FOUR-digit number which will also appear on your monthly statement.

SCHOOL FEES 2024:

Grade RRR & RR	R 42 460.00 or R 3 860.00 for 11 months (until 17:30)
Grade R	R 55 330.00 or R 5 030.00 for 11 months (until 17:30)
Grade 1 – Grade 6	R 55 330.00 or R 5 030.00 for 11 months
Grade 7 - Grade 9	R 60 610.00 or R 5 510.00 for 11 months
Grade 10 – Grade 11	R 64 955.00 or R 5 905.00 for 11 months
Grade 12	R 64 960.00 or R 9 280.00 monthly over 7 months

EXTRA FEES 2024:

Grade 1	R 615.00 per learner
Grade 2	R 665.00 per learner
Grade 3	R 715.00 per learner
Grade 4 – Grade 6	R 610.00 per learner
Grade 7	R 680.00 per learner
Grade 8- Grade 11	R 460.00 per learner
Grade 12	R 620.00 per learner

DAY CARE:

- Day care will be charged on the same account as your school fees. Should you wish to pay day care separately from your school fees please use a "D" in front of your school reference. Example: **D1234**– **take note this is an example and is not your reference number.**
- Day care is due by the 7th of each month in advance. Even if you get paid on the 15th, the day care must still be paid by the 7th.
- **No food will be provided in 2024. Day care service will only be for supervision purposes.**
- The total fee is **R 3 800.00** per annum or R 380.00 per month from February to November 2024.

DISCOUNT

Discount for the year is given as follows:

Family discount – For every biological sibling other than the oldest (enrolled at Loreto Convent School on the same account), a **5 %** discount on school fees only. Any discounts will be reflected monthly.

***** VERY IMPORTANT*** should you not keep your account up to date, your family discount will be reversed.**

Gr RRR and Gr RR – not applicable

Gr R – 6 discount is **R 2 766.50**

Gr 7 – 9 discount is **R 3 030.50**

Gr 10 – 11 discount is **R 3 247.75**

Settlement discount – if the school fees are settled by 29 February 2024 a **2,5%** discount is given.

Gr RRR&RR discount is **R 1 061.50**

Gr R – 6 discount is **R 1 383.25**

Gr 7 – 9 discount is **R 1 515.25**

Gr 10 – 12 discount is **R 1 624.00**

TAKE NOTE:

- In order to secure your child's place in 2024, a re-registration fee of **R 5 000 for PS and R 5 500 for HS** is payable by 31 October 2023. The fee will be allocated to your January 2024 school fees. No deductions or partial payment of this fee will be allowed under any circumstances. **Please note that should you pay the re-registration fee in 2023, but give notice after 1 November 2023, the re-registration fee forfeits in lieu of a month's notice.**
- A building levy of **R 850**, is charged once-off per account in January 2024
- **Grade 1 to 7:** All extra fees will be billed on 1 January 2024 and must be paid by end of January 2024. Stationery packs for Gr 1 – 7 must be paid fully by 16 October 2023 for 2024.
- **Grade 8 and 9:** All extra fees and textbook charges for Gr 8 and 9, will be billed on 1 January 2024 and must be paid by end of January 2024.
- **Grade 10 to 12:** Extra fees be billed on 1 January 2024 and must be paid by end of January 2024. Textbook charges will be billed on 1 February 2024 as choice subjects will impact on the charged amounts per learner. These must be paid by 29 February 2024.
- A debit order facility is available, please send an email to finance@loreto.co.za to request a debit order form.
- Should a quote for 2024 be required, please contact the bursar via email. (finance@loreto.co.za)

- **Bank details:**

Loreto Convent School - Standard Bank - Cheque account

Account number: 010 387 927

Branch code: 01 00 45