



## ACCOUNTS DEPARTMENT INFORMATION

### ACCOUNTS ADMINISTRATOR

Paul Downes can be contacted on 01547 530303 extension 202 at the College. Hours 09.00 –16:45 weekdays. E-mail [paul.downes@bedstone.org](mailto:paul.downes@bedstone.org)  
In his absence please leave a message on his voice mail or contact the accounts clerk.

### ACCOUNTS CLERK

Mrs Sara Gore can be contacted on 01547 530303 extension 203. Hours 09.30 –16.30 weekdays.  
E-mail [sara.gore@bedstone.org](mailto:sara.gore@bedstone.org)

### COLLEGE FEE ACCOUNT

College fee accounts are **due on or before the first day of every term:**

AUTUMN TERM 2020	THURSDAY 3rd SEPTEMBER 2020
SPRING TERM 2021	TUESDAY 5th JANUARY 2021
SUMMER TERM 2021	TUESDAY 20th APRIL 2021

If you wish to pay your fee account directly to the Trust's bank, the details are as follows:

Bank:	Santander
Branch:	Bootle Merseyside L30 4GB
Account Name:	Bedstone Educational Ltd
Sort code:	09-02-22      Account Number: 10612392
IBAN Number:	GB70ABBY09022210612392 (International

payments)

SWIFT (BIC) code ABBYGB2L (European payments)

***Please quote name of student and account number reference on all direct payments to college account. For telegraphic transfer, chaps or inland payments, please add the relevant bank charge to your payment.***

### **ADDITIONAL SPENDING AND TRAVEL MONEY**

Additional spending money for whatever purpose, for example school outings, travel cash or for personal shopping, can be forwarded direct to our bank account. Please ensure you quote a reference for easy identification and e-mail the accounts dept to advise them of the transaction.

### **ADDITIONAL POCKET MONEY FOR BOARDING STUDENTS**

Please note, if you send additional cash with your son/daughter, they must deposit this with their houseparent for safekeeping. **Please do not send £50 notes** as some shops will not accept them over the counter. Unfortunately we have to make a charge for exchanging £50 notes into smaller denominations at the rate the bank charges us at the time.

### **ADDITIONAL CHARGES (from Autumn Term 2020)**

#### **INSTRUMENTAL MUSIC TUITION**

£195 per term

Half a term's notice in writing must be given to the Head of Music to withdraw your child from these lessons. (Please complete separate form for these lessons).

#### **ENGLISH AS AN ADDITIONAL LANGUAGE**

Variable, depending on course (please request our separate guide).

Charges for EAL are only for those who require additional support which will be charged at a rate dependent on the course taken. Some EAL lessons are included within the All-Inclusive fee.

#### **LEARNING SUPPORT**

£35 per lesson      1 staff to 1 student  
£17.50 per lesson 1 staff to 2 or more students  
Half a term's notice in writing must be given to the Head of Learning Support to withdraw your child from these lessons

#### **HYMNALS**

£7 issued on arrival and for replacements

#### **DESIGN & TECHNOLOGY**

The cost of materials used for items made by students charged at cost if taken home.

**OVERNIGHT STAY FOR DAY STUDENTS** £40 per night

**SUPPER FOR DAY STUDENTS**      £6.00

<b>SIXTH FORM CLUB MEMBERSHIP</b>	£15 per annum for use of the facilities
<b>HORSE RIDING (Senior School only)</b>	£25 per lesson (guide price)
<b>MOUNTAIN BIKING</b>	£2.50 per session
<b>COOKING CLUB ACTIVITY</b>	A small charge to cover the cost of ingredients Is made per term.
<b>FALCONRY COURSE</b>	£50 for 5 sessions.

The daily activity programme changes on a half-termly basis, the programme is ever evolving. A small charge may be made for certain activities, but parents & guardians will be informed prior to a student enrolling on the activity.

**TRANSPORT COSTS TO AND FROM THE COLLEGE (EXCLUDING FREE DAILY TRANSPORT)**

Most airport and station runs are provided through local taxi companies and the charges passed directly on to passengers. Where college transport is used a charge per passenger for the equivalent rate will be made.

**EXAM RESIT CHARGES**

Whilst GCSE, A/S and A level examinations sat for the first time are included within the fees, resit examinations are charged for at cost. Remarks are charged by the exam boards where a grade does not change, if they are at the request of parents, we will pass the charges on.

Please note all prices are subject to change in the event of unforeseen circumstances.