General School Terms and Conditions

Version: 2020/12/1

Admission

- School management reserves the right to admit or exclude

Enrollment Age

- Only children aged 4 Years and above will be admitted into the school subject to availability

School official Days & Timings

- Day Care (Half Day Sessions): Monday to Friday - 08:00am – 12:30pm
- Kindergarten Section (Full Day Sessions) : Monday to Friday - 08:00am – 2:45pm
- Primary Section (Full Day Sessions) : Monday to Friday - 08:00am – 4:00pm
- ✓ Public holidays will apply as per gazette government notices
  Note: Certain classes are required to report earlier & depart later as per published termly class timetable

School Terms

- Start and finish dates will be as published by the ministry of education and circulated

School Fees

- Should be paid in full on / or before the first (1st) day of each school term
- School management reserves the right to deny a child entry due to non-payment/defaulting
- Receipts should be collected with every payment upon presenting proof of payment. All cash payments should be paid directly to the school bank account or School MPESA Pay bill Number or cheques addressed to NexGen Academy Ltd. Cash payments are NOT accepted in school

Uniforms

- All children are required to be dressed in the official designated school uniforms while attending classes

Care and Attention

- The school management will ensure that utmost care and attention is given to your child whilst in school, however in case of injury financial expenses as a result of medical attention shall borne solely by the parent/guardian

- Any child suffering from a medical condition that is considered to be infectious such as Severe Cold, Mumps, Chicken Pox, measles or any other infection will not be allowed to attend school until such time that they have recovered completely from the ailment

Student belongings

- Each child should have visible identification markings on their belongings for ease of identification

Transport

- School transport maximum waiting time is 3 Minutes
- NexGen School Bus shall only pick / drop off at designated points

General

- The Parent/Guardian should ensure that during dropping hands over the child only to the school staff assigned at the waiting area and likewise the child shall only be collected from the school by the authorized person(s) as advised to the school office administrator
- School management reserves the right to amend/update the terms and conditions of which notice will be sent out accordingly

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I …… Confirm that all information given is correct to the best of my knowledge.

- ☐ Yes , I confirm that I have read ,understood all the terms and conditions
- ☐ Yes , I agree to abide to all the terms and conditions stipulated by the school management

Name of Parent/Guardian: ----------

Signature: ----------

Date : ----------