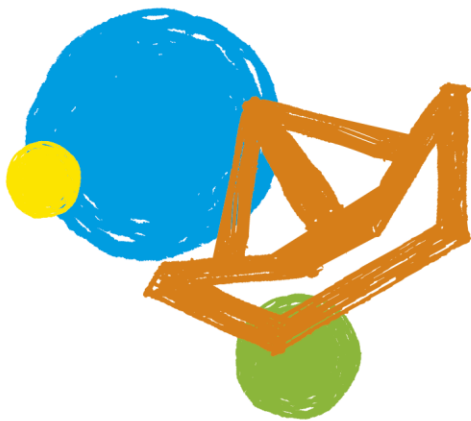




# School Fees Policy

2024-2025



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**OPTIMIST  
INTERNATIONAL  
SCHOOL**



## SCHOOL FEES POLICY

Optimist International School (OIS) offers primary education within an English-speaking environment, embedded in a Dutch context. We welcome applications from families all over the world, who can demonstrate the need for their children to be educated in English, thus ensuring continuity in their education.

OIS offers an international program, for which we provide education in accordance with the framework of the International Early Years Curriculum (IEYC) and the International Primary Curriculum (IPC), whereas we use the British National Curriculum for language and mathematics.

Additionally, from Group 6 onwards students have an option to follow our Dutch Enrichment Programme (DEP), tailored for students looking to further engage in Dutch society, offering opportunities to enhance their academic Dutch proficiency within their education at OIS.

**The aim of the DEP is to provide a smoother transition to secondary education in the Netherlands.** Further information about our learning opportunities can be found on our [website](#).

Our primary school spans from:

- \* Group 1 to Group 7 in the international programme, catering to children from the ages of 4 to approximately 11
- \* Group 6 to Group 8 in the Dutch enrichment program, catering to children from the ages of 9 to approximately 12

Information about group placement can be found on our [website](#).

MILEPOST	INTERNATIONAL PROGRAMME	2024-2025 UPPER DUTCH ENRICHMENT PROGRAMME			
EY	GROUP 1				
MP1	GROUP 2	GROUP 3			
MP2	GROUP 4	GROUP 5			
MP3	GROUP 6	GROUP 7	GROUP 6	GROUP 7	GROUP 8
ENGLISH/DUTCH%	85/15% for all groups		60/40%	50/50%	20/80%

**These programs are accessible at a reasonable cost, thanks to specialized funding from the Dutch Ministry of Education.**

OIS is a member of DIS, Dutch International (Primary and Secondary) Schools ([www.dutchinternationalschools.nl](http://www.dutchinternationalschools.nl))

Additionally, annual tuition fees, aligned with Dutch International Primary Guidelines, cover extra essential services such as:

- Mathematics specialists in school
- Multilingual language learning (MLL) specialists in school, including English as an Additional Language (EAL (English as an Additional Language)) support and support in the mother tongue
- Dutch language subject teachers in school
- Extra classroom assistance by teaching assistants in classes
- In-house care services provided by our dedicated team, including a School Counsellor, School Doctor and nurse, and School Coach

These fees also contribute to maintaining small class sizes and hiring educators with international teaching experience and qualifications. Our commitment to providing a modern, nurturing, and encouraging learning environment is paramount.

## FEES

### Registration fee

To process your application – after we had an introductory meeting is a **registration fee** of €200 applies. This application fee is non-refundable.

### Deposit fee

Once confirmation of school place, parents are required to pay the **deposit fee** of €500 within 14 days. The deposit fee is refundable upon leaving the school providing all financial obligations have been fulfilled. Should you withdraw from the application process-the deposit fee will be retained.

### Tuition fee





Once you receive a confirmation of a school place and guarantee of your child’s seat is secured, a **tuition fee** will be invoiced upon start. Parents are required to pay the first instalment of tuition fees within 7 days.

The annual tuition fee for the academic year 2024-2025 is €5400 which covers educational costs including:

- lunchtime supervision,
- field trips,
- activities, and excursions

Additional we charge additional contributions, where relevant for:

- School Camp: students in group 7 (8) have a compulsory school camp. Parents of group 7 (8) pay an additional contribution €125,00.
- Swimming Classes: Groups 3 and 4 have swimming lessons weekly, parents pay an additional contribution of €240,00

***The school reserves the right to withdraw the student place if parents do not meet the payment obligations.***

When there is no immediately available place and the student joins a waiting list, we will not send any further requests for payment – either deposit or tuition fee - until such time as a place becomes available. Only then invoices for both deposit fee and the first instalment of tuition fees will be sent and similarly, we request payment within 7 days.

## SCHOOL FEE STRUCTURE

***When fees are paid through a bank transfer – for example when a parents’ company pays the fee – the school fee must be paid in one amount.***

**School fees are dealt with by our Finance Manager. Fouzia is happy to help you with questions or queries:**

[Fouzia.begam@floreer.nl](mailto:Fouzia.begam@floreer.nl)

When fees are paid through our payment portal WIS collect (see below), it is possible to choose how you pay the school fees when your child joins the school.

**Option 1** – School fees can be paid in full by one payment for €5400.

**Option 2** – School fees can be paid in two equal payments of €2700 made 1 June and 1 December annually.

**Option 3** – School fees can be paid in four equal payments of €1350 made 1 June, 1 September, 1 January, 1 May.

If you have any questions regarding school fees, or require alternative ways of payment, please contact the Admissions Team [info@optimist-international-school.nl](mailto:info@optimist-international-school.nl)

***All school fee payments must be paid by 1 May of the corresponding school year.***

If you start in*:	Payment in full (€) per student
<b>August, September</b>	100% - 5400
<b>October</b>	90% - 4860
<b>November</b>	80% - 4320
<b>December</b>	70% - 3780
<b>January</b>	60% - 3240
<b>February</b>	50% - 2700
<b>March</b>	40% - 2160
<b>April</b>	30% - 1620
<b>May</b>	20% - 1080
<b>June, July</b>	10% - 540

Each year, the school sets its fees for the upcoming academic year, considering inflation. Furthermore, the school retains the right to make additional adjustments to the fees to accommodate various changes, such as alterations in state funding, increases in external examination fees, expansions of facilities, and program offerings. We assure that primary tuition fees will not rise by more than 5% annually. Our updated school fees policy will be accessible on the school website starting from April 1 of the relevant year.

Calculation Date\*: If a student commences **before the 15th** of the month, the corresponding month's fees will apply. If a student begins **on after the 15th** of the month, fees for the following month will apply.





## WIS COLLECT FOR PAYMENT

Optimist International School uses **WIS COLLECT** as its online financial portal. Once registered, families will receive a hyperlink to their personal account; from here parents can view invoices, payments, statement of accounts and generate receipts of payment. All communication from WIS Collect is via email and through its online facilities.

**WIS COLLECT** is connected to the primary parent using their email address. Please ensure we have your up-to-date email to avoid any miscommunication.

## RESERVING YOUR CHILD'S PLACE FOR THE NEXT YEAR

### New Learners

To register your child at Optimist International School:

- Students can start education from 4.
- Early application, from 3 are welcome. The admissions team will discuss the next steps of the process.
- Applications before the age of 3 is possible. Please register in Open Apply with your child's details and we will contact you a few months before the child turns 3.

### Placement of siblings at OIS

When you have a child attending our school, brothers and sisters will be given priority in the application process.

## SCHOOL FEE REDUCTIONS AND PAYMENT STRUCTURE

School fees are reduced for families with three or more children attending our school at the same time.

The school fee reduction for a **third child is 30%** and the reduction for a **fourth child is 40%**.

Students starting school during the academic year will receive an invoice based on the pro rata amount due (see table) payment must be made within 7 days of confirmation of a place being available.

## NEW STUDENT PLACES

In confirmation of a school place, parents are required to pay the first instalment of tuition fees and the deposit fee of €500 within 7 days. The school reserves the right to withdraw the student place if parents do not meet the payment obligations.

## RE-ENROLMENT OF STUDENTS FOR THE NEXT ACADEMIC YEAR

Annually, in March families receive a re-enrolment questionnaire seeking their intentions for the next school year. **A response is requested by 1 April.**

Once the family's intentions are known and if they have indicated they will remain in school we will follow the payment option choice they have selected in the re-enrolment questionnaire.

*If a family is uncertain for the next academic year; an extended period of one-month will be given. Final confirmation must be made by 1 May and from there onwards the school fees policy applies to the coming academic school year. Families unable to confirm will not have a guaranteed place for the next year.*

## WITHDRAWING FROM THE SCHOOL AND REFUNDING

Should you decide to withdraw your child(ren) from our school, we kindly request that you initiate the process by sending an email to [Info@optimist-international-school.nl](mailto:Info@optimist-international-school.nl).

The Admissions Team will then facilitate the withdrawal procedure and provide guidance through your Family's Open Apply portal. Our team is available to help whenever needed.

Following completion of the necessary steps, the Admissions Team will schedule a brief conversation to discuss the reasons for your decision and offer support with your transition. While we aim for students to finish the



academic year whenever feasible, the realities of international life sometimes necessitate unexpected moves that require families to withdraw their children during the school year. These circumstances can be beyond anyone's control, making such decisions inevitable.

**The following notice period for withdrawal applies:**

- \* A notice period is required before you leave; at least **six weeks' notice is necessary if you leave between the beginning of the school year and 1 April**. We stipulate that the notice period is either served in school or paid in lieu of the 6 weeks fees.
- \* **If you leave later in the school year after 2 April and until the end of the school year** when the re-enrolment process is completed, a notice period of at least **eight weeks' notice is necessary**. We stipulate that the notice period is either served in school or paid in lieu of the 8 weeks fees.
- \* If you give notice of withdrawal during the summer holidays, after confirming a place for the next academic year, the deposit fee will be retained by the school in lieu of a notice period.

## REFUND OF SCHOOL FEES

If a family decides to leave the school before the end of the academic year, a refund of a portion of the school fees paid will be determined according to the following guidelines:

Refunds are processed only if all financial responsibilities have been fulfilled and the required notice period specified in both the Admissions and School Fees Policy has been adhered to. In instances where either or both conditions have not been met, the registration deposit fee will be withheld to address any financial deficit.

**Date of calculation:** If a student leaves **before 15<sup>th</sup>** of the months, school fees for that month will be refunded, as per the refund policy. If a student leaves **on or after 15<sup>th</sup>** of the month,

only the school fees for the following month will be refunded.

If you leave in:	Refund of tuition fee
September-December	50% of tuition fees paid
January	40%
February	30%
March	20%
April	10%
May-July	0%

## BANK DETAILS

Please send your payment with the invoice number and the name of your child to:

**Stichting Floreer Openbaar Onderwijs**

Bank: ABN-AMRO

IBAN: NL62ABNA0575370270

BIC: ABNANL2A

*This is the bank details of our School Board*

## CONTACT DETAILS

**Optimist International School**

Waddenweg 87

2134XL Hoofddorp

Phone: +31 23 303 59 24

Email: [info@optimist-international-school.nl](mailto:info@optimist-international-school.nl)

Website: [www.optimist-international-school.nl](http://www.optimist-international-school.nl)

## DECLARATION

### Your Agreement

By enrolling your child in our school, you agree to have read, and acknowledge our three school policies concerning student admission at Optimist International School:

Admissions Policy, Group Placement Policy  
Withdrawal Policy

You agree that all the information you have given within the admissions process are true and correct. Refunds of school fees or deposits will be processed in accordance with AVG regulations and will be reimbursed to the same bank account from which the payment was originally made.