



The Beehive Kids Club

Late Payment Policy

Bookings, invoices and your account balances will be available to view on your iPAL account.

Parents will receive an iPAL fee reminder email 3 days before the 1st outlining the cost for the upcoming month it only states the amount for that month and does not take into consideration if you have any credit or arrears on your account. So please check your iPAL account and Wallet when making a payment and if you have any Credit on your account then deduct this from the amount stated when making your monthly payments.

Any queries about your invoice or fees contact The Beehive asap.

Payment is due on the **1st of each and every month: Day 1.**

Ad hoc bookings are due immediately upon confirmation of a booked session: **Day 1.**

Holiday club bookings are due **1week** before the first day of the start of Holiday Club

You will be sent Beehive fee reminder email if fees have yet to be received on **Day 3**

You will be sent Beehive Late fee email stating you have incurred a £15 Late fee charge **Day 5**

If payment and late fee charge is still not received by the end of **Day 7** then the debt will be referred to the Governing Body and Head teacher

On **Day 10** if no attempt to pay has been made then the debt will be referred to the debt recovery team at Solihull MBC. All future bookings will be cancelled and no further childcare bookings will be taken until full payment is received. Approval must be obtained from the Governors before childcare services are reinstated

If a parent/carer incurs a £15 additional **charge twice in succession or 3 times in an academic year**, then ultimately their child's place at The Beehive may be withdrawn!

If a payment plan has been approved with the Management or Bursar and this plan is then not adhered to, future bookings will be cancelled and the debt will be referred to the debt recovery team at Solihull MBC. All future bookings will be cancelled and no further childcare bookings will be taken until full payment is received. Approval must be obtained from the Governors before childcare services are reinstated.

If you have any concerns regarding payment of fees please, in the first instance contact our Childcare Manager.

The Beehive fundamentally is a business and the fees and bills must be treated as such

Updated Summer 2022