



4 May 2020

# Beheerliggaam Governing Body

Dear Parents/Guardians

## Special newsletter from the governing body to parents - Payment of school fees

There is currently a great deal of uncertainty in the education sector. We do not know when the schools will reopen, we do not know how lost time will be made up, we do not know what the dates of the next quarters will be, etc. We do know that the rest of 2020 will be a disrupted school year, parents and businesses will suffer financial losses and may struggle to pay school and hostel fees. We know that many sports, cultural, social and fundraising activities have been postponed or cancelled.

In order to ensure the continuum of Hoërskool Lydenburg's core business, which is the provision of quality education to each learner, the governing body must ensure that the following accounts are paid:

1. Staff appointed by the governing body. A good educator is the greatest asset in education and governing bodies have a duty to our staff within labour legislation to do everything possible to retain these positions and pay the staff;
2. The purchase of textbooks, educational materials or equipment for the school;
3. Payment for services to the school

A huge percentage of 65% of our income consists of school fees that must cover the above expenses and we therefore urge parents to continue to pay school fees. School fees are a statutory obligation; which a learner's parents must fulfil in terms of the provisions of section 40(1) of the South African Schools Act.

The governing body made important decisions about how the assets can be best utilised to ensure that the school's core business can continue. We provide parents with the following options with regards to the payment of school fees:

1. Every biological parent ought to be afforded the opportunity to apply for exemption from payment of school fees in terms of the applicable National Regulations, seeing as the payment of school fees is a statutory obligation. Some parents have already applied for exemption and the outcome of the decision taken was already communicated. If no response has been forthcoming as yet, please send an email with your query to [accounts@lydenburghs.co.za](mailto:accounts@lydenburghs.co.za).
2. In the event that a parent's financial position changed, or worsened, during the lockdown period (including parents whom have already submitted exemption applications) they can request an application for

e-mail: [sgb@lydenburghs.co.za](mailto:sgb@lydenburghs.co.za)

Tel: 013 235 2111

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exemption form at [accounts@lydenburghs.co.za](mailto:accounts@lydenburghs.co.za). Upon receipt, via e-mail, of a completed application form, a parent will qualify for a temporary deferral on school fee payment for the lockdown period and pending the period of time taken by the governing body in reaching a decision in terms of the Regulations. Parents will remain liable for the monthly payment of school fees until such time as a completed application form is submitted. Applications will close 7 days after the final day of the lockdown period. Parents would then be required to submit any necessary documents as requested by the SGB. Both biological parents remain liable for the payment of school fees and exemption will be calculated in terms of the total gross income for 2020 of both biological parents. The normal recommendations pertaining to applications for exemption from payment of school fees will still apply.

3. All completed application forms for exemption received within 7 days from the final day of the lockdown will be processed as swiftly as possible and feedback regarding the status of the application will be provided. Dependent on whether exemption is granted or not, any outstanding amounts will be due and payable within the remaining months of the year until December. Parents who are in a position to pay outstanding fees, or parts thereof, are encouraged to continue paying as they ordinarily would in order to ensure any subsequent payments remain affordable. Should a parent request a reduction in the deductible amount for any debit orders, please apply via email at [accounts@lydenburghs.co.za](mailto:accounts@lydenburghs.co.za) before 8 May 2020.
- 4) An e-mail can be sent to [accounts@lydenburghs.co.za](mailto:accounts@lydenburghs.co.za) in the event that parents are in a position to pay school fees for 2020, but would require a month or more's deferral (maximum of three months). This e-mail should be accompanied by an undertaking to resume payment of school fees after the stipulated deferred date, so that the necessary adjustments can be affected in the school's system. Parents ought to indicate the amount payable, as well as the date upon which such payments will start to reflect (me. Yvette O'Grady can forward the document), to ensure that the total outstanding amount is paid by 7 December 2020. This undertaking should be in writing. Account invoices were e-mailed. In the event that no invoice is forthcoming, please request one at [accounts@lydenburghs.co.za](mailto:accounts@lydenburghs.co.za).
- 5) Accounts that have already been due and payable prior to the lock down period, in other words, from 31 March, and from whom no written undertaking had been obtained, or the current undertaking had not been honoured, will be handed over on the 11th of May for debt-collection. However, we would still like to offer parents the opportunity to reach an agreement with the school. Please contact me. Yvette O'Grady at 082 552 2609 for arrangements.

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- 6) We already communicated the lowered amount for hostel fees. We worked at the minimum amount we need to keep managing the hostels whilst the learners are not at the school and only took into account the overhead costs. The amount of R110 is payable for April and May after the Minister of Education gave us guidelines to work on, regarding re-opening of schools. We will keep you informed regarding the future and when learners are definitely returning to school.
- 7) Hostel accounts that have already been due and payable prior to the lock down period, in other words, from 31 March, will be handed over on the 11th of May for debt-collection. No learner will be allowed back in the hostel if the account is not paid in full and one month in advance. The contractual obligation is clear in this regard.

For any queries, please contact me. Yvette O'Grady at 082 552 2609.

As Hoërskool Lydenburg school community, we still have to do everything possible to make sure that education can continue - educators, parents and learners. We are a team and must ensure that we remain excited about education - we owe it to our children. The governing body wish every parent and student all the best during this time.

Governing Body greetings.

*Tielman Nieuwoudt*

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