



ADAMS HOUSE

Terms of Admission Contract

Boarder's name (please print)

This contract remains in force for the duration of the student's stay as a boarder at Adams House.

Upon the Christchurch Boys' High School Board of Trustees ("The Board") accepting my son/ward ("my son") as a boarder at Adams House, I as parent or guardian agree to the terms and conditions hereinafter appearing:

- That my son shall conform to the rules and regulations pertaining to Adams House and that I shall pay to the Board when requested by the Board, any boarding fee, medical fees or other payments incurred by the Board in the performance of its obligation under this contract and so required to be paid by the Board.
- That in the event of my son breaching any of the rules and regulations of Adams House, the Headmaster shall be entitled to terminate this boarding contract by giving me written notice effective immediately. In the exercise of any termination right the Board shall observe the disciplinary procedures specified in the Rules and Regulations of Adams house referred to.
- That this boarding contract can be terminated by me upon giving a minimum of ten school weeks notice in writing in which event I agree to pay the boarding fee for the period up to the date of my son vacating the hostel. In the event I do not give ten weeks notice in writing I agree to pay the boarding fee up to the date of my son vacating the hostel together with an additional amount equivalent to ten weeks of the boarding fee. If the Board is able to fill the vacant position earlier than ten weeks from the date of such termination, the payment to be made shall abate to the actual date on which the replacement student took up his position in Adams House.
- That upon acceptance of my son by the Headmaster I will confirm a boarding place by making a non-refundable deposit of five hundred dollars (\$500). This shall be credited on the first account I receive for boarding fees.
- That all Boarding and Activity fees must be paid via Direct Debit authority. The annual boarding fee is to be paid in three equal instalments on 27 January, 21 April and 21 July as invoiced. Incidental charges and activities fees will be charged as incurred. These can be paid at any time through the parent portal, however any incidental charges that remain unpaid on the date of the direct debit will be added to the boarding fee and automatically deducted from your account in accordance with your direct debit authority. Adams House will provide you with a direct debit authority form for completion and return. Your son's place at Adams House is conditional on completion of this form.

- That the total annual boarding fee can be paid in advance by 27 January as invoiced and by direct debit. This option will attract a 3% discount on the annual fee. (This discount will be reviewed annually). Those who receive a Boarding Allowance will have this credited to their account.
- That in the event of such boarding fee not being paid within such a period of time, and in the further event of such boarding fee not being paid within fourteen days of the parent or guardian being advised in writing of such outstanding fees by the Manager, then the Headmaster will be entitled to terminate this contract by giving me written notice effective immediately.
- That the boarding fee payable by parents to Adams House shall be reviewed annually by the Board of Trustees. Written confirmation of the following year’s fee will appear in the end-of-year newsletter to parents.
- I acknowledge that whilst my son remains in the care, custody and control of the Adams House Manager or staff member(s) duly delegated by the manager on that behalf, such Manager or staff member(s) are entitled to act in loco parentis to my son. I acknowledge and understand this to mean that the manager or staff member(s) duly delegated can make decisions relating to the duty to make provision for my son both in relation to his welfare and his physical and emotional needs. The Manager and/or staff will endeavour to communicate with parents in relation to the exercise of any such powers.

Signed by the legal parent or guardian

In the presence of: witness

 occupation

 address

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Boarder’s full name (please print)

Signed on behalf of the Christchurch Boys’ High School Board of Trustees

 Headmaster

In presence of: Hostel manager

Dated this day of 20