



PARENT–SCHOOL AGREEMENT & TERMS AND CONDITIONS

Academic Year: 2026–2027

This Agreement is made between New Horizon English School (NHES) and the parent(s)/guardian(s) of the student named below. By signing this document, the parent(s)/guardian(s) acknowledge that they have read, understood, and agreed to abide by the school's rules, regulations, policies, and financial terms.

1. SCHOOL POLICIES AND DISCIPLINE:

Parents agree to support the school in maintaining a safe, respectful, disciplined, and positive learning environment.

Students are expected to follow the school's rules regarding attendance, punctuality, uniform, behaviour, academic work, and use of school property.

Parents agree to cooperate with the school regarding any academic, behavioural, attendance, or disciplinary concerns.

The school reserves the right to take appropriate action in accordance with its policies and applicable Ministry of Education regulations.

2. ATTENDANCE AND PUNCTUALITY

Regular attendance is essential for the student's academic progress.

Parents are responsible for ensuring that their child attends school regularly and arrives on time.

Absence from school does not automatically qualify for a reduction or refund of school fees.

Parents should inform the school promptly regarding any unavoidable absence.

3. ACADEMIC RESPONSIBILITIES

Parents agree to monitor their child's academic progress and cooperate with teachers and school administration.



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Students are expected to complete classwork, homework, assessments, projects, and other academic requirements assigned by the school.

Parents are expected to attend parent meetings and respond to important communications from the school.

4. SCHOOL FEES AND PAYMENTS

All school fees must be paid according to the fee schedule communicated by the school.

Parents agree to settle fees within the stipulated deadlines.

Outstanding fees may affect the provision of certain school services, subject to applicable school policies and Ministry regulations.

Payments made for books, stationery, uniforms, transportation, activities, or other services shall be subject to the applicable school terms and conditions.

5. WITHDRAWAL OF STUDENT DURING THE ACADEMIC SESSION

This is a mandatory financial condition of enrolment:

If a parent/guardian decides to withdraw the student from the school at any time during an academic term/session, the parent/guardian shall remain responsible for payment of the entire term's school fees, regardless of the date on which the student is withdrawn or stops attending school.

Withdrawal from school does not automatically cancel or reduce the financial obligation for the term in which the withdrawal occurs.

Any withdrawal must be formally communicated to the school administration in writing and must comply with the school's withdrawal procedure and any applicable Ministry of Education regulations.

Parents are advised to carefully consider this condition before confirming enrolment.

6. TRANSPORTATION

Transportation services, where applicable, are subject to separate terms and conditions.

Transport fees must be paid according to the school's payment schedule.

Parents must ensure that the school has accurate pickup and drop-off information.

Any changes to transportation arrangements must be communicated to the school administration in advance.



7. COMMUNICATION

The school may communicate with parents through official channels including WhatsApp, email, ERP, school notices, telephone calls, or other platforms adopted by the school.

Parents are responsible for regularly checking official school communications and responding when necessary.

Parents must ensure that their contact details remain updated with the school.

8. STUDENT SAFETY AND EMERGENCY INFORMATION

Parents must provide the school with accurate emergency contact details and inform the school of any changes.

The school will take reasonable measures to safeguard students while they are under the school's supervision and will follow its established health, safety, and emergency procedures.

Parents/guardians are responsible for informing the school of any relevant medical condition, allergy, disability, learning need, behavioral concern, medication or other circumstance that may materially affect the student's health, safety, wellbeing or education, and for promptly notifying the school of any changes.

9. SCHOOL PROPERTY

Students are expected to take proper care of school furniture, equipment, books, technology, and other school property.

Parents may be held responsible for the cost of repair or replacement where damage has been caused intentionally or through serious negligence, subject to the school's policies and applicable regulations.

10. PHOTOGRAPHS, VIDEOS AND SCHOOL ACTIVITIES

The school may photograph or record students during school activities, events, celebrations, and educational programs for legitimate school-related purposes, subject to the consent provided by the parent/guardian and applicable requirements.

11. CHANGES TO SCHOOL POLICIES

The school reserves the right to update its rules, procedures, academic arrangements, and operational policies when necessary, including where required by the Ministry of Education or other competent authorities.



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Parents will be informed of significant changes through the school's official communication channels.

12. DECLARATION AND ACCEPTANCE

I/We, the undersigned parent(s)/guardian(s), confirm that:

I/We have read and understood the above terms and conditions.

I/We agree to comply with the rules, regulations, policies, and procedures of New Horizon English School.

I/ We understand and accept the mandatory withdrawal and term-fee obligation stated in Section 5.

I/We understand that enrolment of my/our child constitutes acceptance of these terms and conditions.

I/We agree to cooperate with the school in the best educational interests of my/our child.