



## **PAYING THE FEES AND OTHER FINANCIAL MATTERS**

Welcome to John Lyon, we are delighted that your child will be joining us this September.

The tuition fees for 2026/27 will be announced towards the end of June 2026. Please visit our website, by clicking [Fees](#), for details of the current fees.

The Parent Portal is an important way in which the School shares information with parents, including the termly fee invoice. You will, in due course, receive instructions on how to access the Parent Portal.

The Autumn term invoice, comprising the termly tuition fee and extra charges will be available for you to access from our Parent Portal at the end of July 2026. You will receive an email to notify you that the fee invoice has been uploaded onto the Parent Portal.

The School fees are due to be paid by no later than the first day of term. Currently the **School requests parents to pay termly, on the first day of term, by direct debit**. The fee invoice will confirm the date that the Direct Debit will be applied.

To complete the Direct Debit mandate, please click on this link [Direct Debit](#). Please complete, sign and return the Direct Debit form to the Finance Team, [fees@johnlyon.org](mailto:fees@johnlyon.org), by **Monday 29<sup>th</sup> June 2026**.

If you wish to discuss this or an alternative method or frequency of payment, please contact Tania Dovey (Director of Finance) [tania.dovey@johnlyon.org](mailto:tania.dovey@johnlyon.org), 020 8515 9475

### **ParentPay**

The School uses ParentPay to enable parents to pay for school trips and other chargeable items; including to fund purchases from the Café in the Senior School. You will, closer to September, receive details of how to set up your ParentPay account. ParentPay is managed by Colette Dunne, the Central Administration Team Manager, please contact her at [CAT@johnlyon.org](mailto:CAT@johnlyon.org) if you should have any queries.

### **Insurance Schemes**

The School requires and arranges, Personal Accident insurance (including dental cover) as a standard provision to all pupils. The current charge for 2026/27 is £6.00\* per term. The cost will be added to your termly invoice.

This insurance is mandatory for all pupils. It provides cover in the event of death or serious injury following an accident and a range of other covers including dental following an accident. The cover applies on a worldwide basis, 24 hours a day in and out of School, and during holiday periods if the pupil is returning to the School for the next term. There are no restrictions regarding sporting or leisure activities.

For more details, please see the leaflets on the new joiner onboarding page.

### **Optional insurances**

#### **I. AXA PPP Healthcare – Pupils' Healthcare Scheme**

Optional medical cover for hospital, specialist treatment and medical consultants' fees. This insurance is provided through the School and will be invoiced each term. Please see the leaflets on the new joiner onboarding page for more details.

The termly premium for 2026/27 is £162\*



If you are interested in this insurance for your child, please email [fees@johnlyon.org](mailto:fees@johnlyon.org) before **Monday, 29<sup>th</sup> June 2026**. You will also need to complete the online application form. Please click on this link [AXA](#) to access the form.

### **2. Pupil's personal effects insurance – provided directly by Markel Direct**

Optional personal effects insurance to cover a pupil's possessions during term time. The total sum insured can be either £5,000 or £7,000.

The termly premium for cover of £5,000 is £7.06\*

### **3. Pupil absence insurance - provided directly by Markel Direct**

Optional pupil absence insurance provides a refund of fees if your child is unable to attend school for a continuous period during term time due to illness or an accident. It will also cover the cost of your child's school fees for up to six terms, if the person paying the fees suffers an accidental death.

### **Applying for Pupil's personal effects insurance and Pupil absence insurance**

The personal effects and pupil absence insurance are provided directly by Markel Direct. For more details and to receive quotes, please see the leaflet on the new joiner onboarding page which gives instructions on how to apply.

\* Prices include insurance premium tax

### **Early Years Funding**

For parents of children in the Nursery and in Reception, aged 3 - 4, up until the term in which they have their 5<sup>th</sup> birthday, may be eligible for funding for 15 hours a week from Harrow Council. The School applies for this funding but parents are required to complete a form which can be found on the new joiner onboarding page. Please complete and return to admissions.

For 2-year-olds, parents to have to apply **each term** before the advertised closing date, through the government gateway. Please note, the School restricts the funding to 15 hours per week. To check if you are eligible for funding please click on the following link: [EYF - 2 year olds](#). If you are eligible within the "How to apply for funded childcare for working families" section, click on the apply button and you will then be directed to the GOV.UK website to apply for funding. Successful applicants will receive a code that needs to be forwarded to [Admissions@johnlyon.org](mailto:Admissions@johnlyon.org)

### **Contacting the Finance Team**

For day-to-day queries and payment of fees please contact Tina Vakharia (Finance Assistant) [fees@johnlyon.org](mailto:fees@johnlyon.org), 020 8515 9413

For other assistance and queries please contact Tania Dovey (Director of Finance) [tania.dovey@johnlyon.org](mailto:tania.dovey@johnlyon.org), 020 8515 9475

The best email address to use for any queries relating to fees is [fees@johnlyon.org](mailto:fees@johnlyon.org) as this box is managed by all the Finance Team.