



ST ALOYSIUS'
COLLEGE

Payment in Cash Policy

Aware of the duties relating to money-laundering prevention, the College has a standard requirement that fees are paid by Direct Debit collection. Where this does not work for some of our parents due to the nature of their income flows, alternative methods (such as Debit Card, Credit Card or Cheques) are acceptable but noting that payment must be in advance rather than arrears.

The College had been able to accept payment in cash however with the closure of the local business banking centre and a change to the insurance arrangements in relation to the overnight storage of cash, this will no longer be possible from the start of accounting year 2019/20.

The College will therefore no longer be able to accept payment in cash for tuition fees. Smaller sums for trips, or exam fees will still be able to be paid in cash.

On a trial basis, and largely due to Covid-19 working arrangements, it will no longer be possible to pay for lunches in cash. The booking of pupil lunch choices must be made via the Fusion app and this will only be possible if the Parentpay account for the pupil is in credit.

Kathleen Sweeney
28th March 2019

Policy Owner: Bursar, Kathleen Sweeney

Version 1.0 Policy Created: February 2019

Version 1.1: March 2019

Policy Reviewed by Audit Risk and Governance Committee: February 2019

Policy last reviewed: November 2020

This policy will be reviewed annually by: Bursar, Kathleen Sweeney