



PRIZMA SCHOOL, KSAVER

Public institution for primary education.

Ulica Matije Jandrića 42, Zagreb, OIB: 96631518046

represented by Interim Director Tamara Skala

(further:**School**) on one side and

Student _____, OIB: _____ (further: **Student**)

residing at _____

who is legally represented by parents and/or guardians

1 _____, _____, OIB: _____ i

2 _____, _____, OIB: _____

(individually and together further: **Parent**) on the other hand,

they concluded on _____

EDUCATION AGREEMENT No.: _____-26/27

Article 1 – Subject of the Agreement

This Agreement regulates the mutual rights and obligations relating to the education and residence of the Student represented by the Parent and the Prizma, Ksaver School - a public institution that carries out the activity of upbringing and primary education based on the approval and Decision of the Ministry of Science, Education and Youth (MZOM) from June 2025.

Article 2 - Introductory remarks

Agreement parties agree that for everything not regulated by this Agreement, the applicable provisions of the General Conditions of Education and other School documents available on the school's website: www.prizmazagreb.com/dokumentacija, as well as legal acts and regulations issued by the competent authorities of the Republic of Croatia, which relate to primary school education, shall apply.

The terms used in this Agreement that have a gender meaning are used neutrally and refer equally to both feminine and masculine genders.

Article 3 – Education service

1. The School undertakes to provide education and accommodation services for Students, which include:
 - a. Regular and comprehensive primary school education in accordance with the Croatian National Curriculum
 - b. Additional science content according to the published curriculum and socio-emotional skills workshops
 - c. School professional support (psychologist, pedagogue)

- d. School meals
 - e. Notifications, reports and communication with parents
 - f. Safety and health standards in accordance with regulations.
2. The beginning and end of the school year, holidays, public holidays and non-working days are aligned with the official school year calendar issued by the Ministry of Education, Science and Culture. The school may make its own decisions on minor adjustments to these, of which it will inform the parent in a timely manner.
 3. The school reserves the right to make minor adjustments if necessary due to safety, organizational or legal requirements.

Article 4 – Tuition

1. For the first grade of primary school, the annual tuition fee is **7,990 euros**. The decision to enroll upon signing this Agreement is confirmed by the Parent by paying an advance payment of 10% of the tuition fee. The advance payment is included in the total tuition fee and is non-refundable in the event of the Parent's withdrawal.
2. VAT is not charged on the above amount, in accordance with the provisions of the Value Added Tax Act, Article 39, Paragraph 1.
3. The School grants a 10% discount for the second and each subsequent child from the same family. Discounts are not cumulative.
4. In the case of enrollment during the school year, the Parent will be charged tuition fees in accordance with the remaining part of the school year and the date in the month when the Student is enrolled.
5. Payment is made to the School's IBAN: HR8641240031199023068.
6. In the event that the Parent makes a payment in a currency other than Euro, the School will convert the received payment into Euro within 48 hours at the current exchange rate of the commercial bank and inform the Parent of the exact Euro amount of their payment after conversion.
7. Tuition is paid once a year before the start of the school year or in 10 equal monthly installments (September-June), no later than the 10th of the month for the current month.
8. In the event that the tuition fee is not paid within the above-mentioned period, the School reserves the right to charge statutory default interest and has the right to request a valid payment security instrument. A delay of more than 60 days is considered a serious breach of this Agreement and entitles the School to unilaterally terminate it.
9. In the event of an increase in the market prices of one or more key resources necessary for the operation of the School that the School cannot influence and which cannot be predicted when concluding this Agreement (e.g. prices of energy, food, salaries, interest rates, etc., regardless of whether they are caused by inflation or some other cause), the School may, during the term of this Agreement, make a Decision to proportionally adjust the tuition fee to market changes, but solely for the purpose of covering the costs specified herein and while maintaining the quality of the school service described in this Agreement. This regulation also applies to advance payments of tuition fees, whereby the School will calculate the difference for the remaining period to which the advance payment relates.

Article 5. Additional activities not included in the tuition fee

1. The services and amounts referred to in Articles 2 and 3 of this Agreement do not include additional activities organized by the school, which may include:
 - a. Excursions and trips, field trips, visits to museums, exhibitions and similar activities that are part of the school program and are organized by the school in cooperation with and in accordance with the price list of the external organizer
 - b. Extracurricular additional programs and/or activities that the school or an external organizer organizes outside of class on school premises
2. The School informs parents in advance and requests their consent about all activities from this article as well as their prices.

Article 6 – Duration and termination of the Agreement

1. The Agreement is concluded for the period of one school year, which lasts from September 1st of the current year to August 31st of the following year.
2. The parent may terminate the Agreement with a notice period of 45 days, during which time they are required to pay tuition.
3. The School may terminate this Agreement without notice if:
 - The parent is more than 60 days late with payment,
 - A student or parent who, by violating house rules and rules of conduct, disrupts the work of the school or teaching and endangers the safety of other students or school employees.
4. The Agreement Parties shall notify each other of the termination of this Agreement exclusively in writing.

Article 7 – Obligations of Parents

The parent undertakes to:

- pay tuition and other fees regularly and on time;
- Provide the child with the necessary school supplies to follow the lessons.
- Comply with School rules, house rules and pedagogical instructions;
- Cooperate with the School for the benefit of the child;
- Ensure that the student attends classes regularly;
- Inform the School of changes in contacts and health information relevant to working with the student.

Article 8 – School Obligations

The school undertakes to:

- Conduct education in accordance with the regulations of the Republic of Croatia and its programs;
- Ensure competent and qualified teachers;
- Provide textbooks and other teaching materials necessary for teaching
- Provide an expert team
- Take care of the safety and nutrition of students;

- Regularly report on student progress through parent and individual meetings and discussions.

Article 9 – Protection and processing of personal data

1. Data subject to protection in accordance with the Act on the Implementation of the General Data Protection Regulation, or GDPR, and other legal acts, and contained in this Agreement, are used exclusively for the execution of the contents of this Agreement and cannot be used for other purposes.
2. By signing this Agreement, Users consent to the collection and processing of data for which there is a legal obligation to collect (pedagogical documentation, e-register, minutes, school publications and yearbooks, free admission to museums).
3. By signing this Agreement, Users consent to the collection of telephone numbers and/or e-mail addresses for the purposes of constant and daily contact between the School and the User. Consent also applies to the creation of closed online groups for the class the student attends, as well as the creation of an address book for the purposes of the School and the Parents' Council.
4. The school undertakes to keep all data subject to protection in a designated place and not to disclose it to third parties unless there is a legal obligation to do so.
5. The School, for the purpose of protecting persons and property, carries out video surveillance in the School and outside the School, which is stated in a notice at the entrance to the School. Only the responsible person authorized by the data controller (the School) has access to the data collected in this way, thus ensuring that the data collected in this way will not be used for purposes other than those specified in this article of this Agreement.

Article 10 – School meals

1. School meals are organized by the school, partially or entirely, through a contracted service provider. School meals include: breakfast, lunch, and 2 snacks (morning and afternoon).
2. The school provides nutritionally adequate meals in accordance with the regulations and recommendations of the Croatian Institute of Public Health.

Article 11 – Safety and protection of students

1. The school provides occupational safety measures, fire prevention measures, and safety procedures.
2. Along with the school, the parent is also obliged to familiarize the student with the rules of safe behavior.
3. In emergency situations, the School follows safety protocols and informs parents in a timely manner.
4. The School is not responsible for any injuries to students that occur during this Agreement, but undertakes to take out an accident insurance policy for the student.
5. In the event of a student's health problems, the School will provide first aid and contact the parent. When enrolling, when filling out the Enrollment Form, the parent is obliged to inform the school of any important health information about the student and to promptly notify them of any changes.

Article 12 – General conditions of education

1. The general terms and conditions of education at Prizma School were published on the school website www.prizmazagreb.com at the time of concluding this Agreement. The School has the right to change the General Terms and Conditions of Education in accordance with the statute. The School is obliged to inform Parents about changes to the General Terms and Conditions via e-mail.
2. By signing this Agreement, the parent also accepts the General Terms and Conditions of Education and undertakes to comply with all provisions of the General Terms and Conditions of Prizma Elementary School.

Article 13 – Absences and parental obligations

1. The parent is required to justify the student's absence in a timely manner via e-mail.
2. Absences longer than 3 days require a doctor's certificate.
3. Unexcused absences are recorded in pedagogical documentation.
4. The student is required to make up for missed material.

Article 14 – Monitoring student progress

1. The school conducts an initial assessment of students at the beginning of the school year.
2. Progress, socio-emotional skills, and development of key competencies are continuously monitored.
3. Parents receive regular reports, individual interviews, and the opportunity to consult with a team of experts.

Article 15 - Communication

1. All written communication between the Agreement parties will be exchanged either by registered mail to the addresses in the header of this Agreement or, equivalently, by e-mail to the other party. The following contact details will be used:
 - a. School: phone 01 4837 039 and 099 466 9999, e-mail: skola@prizmazagreb.com
 - b. Parent: phone _____, e-mail: _____
2. The Agreement Parties will notify each other of any changes to the specified contact information promptly upon the occurrence of the change.

Article 16 – Special provisions

1. In the event of intentional destruction of school property by a Student, the Parent bears the cost of repair or replacement.
2. Serious violations of the house rules may result in pedagogical measures or termination of the Agreement.

Article 17 – Final provisions

1. The parties will attempt to resolve any potential disputes amicably. If this is not possible, the court in Zagreb shall have jurisdiction.
2. This Agreement is drawn up in two identical copies, one for each Agreement party.
3. Upon entry into force of this Agreement, previous agreements between these parties shall cease to be valid.

4. The parties confirm that they have read, understood and by their signature accept all the provisions of the Agreement.

CLASS: 406-02/26-01

RULE NUMBER: 01-26-0001

SCHOOL PRIZMA, KSAVER

Tamara Skala, Interim Director

Parent:
