

MMI Policy: New Joiner Introduction Discount

Document Owner	Head of Finance and Administration/Bursar
Approved by	MMI Board
Approved on	03/02/2026
Due for review on	19/11/2026

1. Purpose of the Policy

This policy sets out the criteria and process for offering a 10% New Joiner Introduction Discount, intended to support the school's strategic objective of increasing enrolment numbers. The discount is an incentive for current parents to introduce new families to the school and is aligned with MMI's wider strategy to grow pupil numbers over the next three years

2. Policy Overview

- MMI may offer a 10% discount on school fees to an existing parent who introduces a new child to the school.
- MMI will also offer a 10% discount to the new child joining the school.
- Both discounts are time-limited and apply for one year only.

3. Eligibility Criteria

3.1 Introducing Parent

A current parent becomes eligible for the 10% discount when:

- A new family is formally introduced to the school by that parent
- The new child subsequently enrolls and begins attending the school
- The new child remains continuously enrolled for a minimum of one full term; and
- If the newly introduced family withdraws from the school before completing the full academic year, the referring parent will receive the 10% discount only for the term(s) during which the new child remained enrolled. No discount will apply beyond the period of the new child's actual attendance.

The referral discount will be applied to the final eligible invoice after the new child has remained continuously enrolled and will be offset against the outstanding fees for the final term.

3.2 New Joiner

A new child who enrolls at the school through this introduction scheme is also eligible for a 10% discount for one year.

3.3 Multiple Introductions

- A parent may receive multiple 10% discounts, with one discount awarded per successfully enrolled child that they introduce from a new family joining the school
- Each discount applies separately and is limited to one academic year per new enrolment.

4. Exclusions

- Families in receipt of the 10% New Joiner Introduction Discount or the 10% New Joiner Discount are not eligible to apply for any other bursary while receiving the discount. This restriction ensures clarity, fairness, and financial sustainability.

5. Governance and Discretion

- This offer is entirely discretionary and subject to approval by the Steering Committee of MMI.
- The continuation of the scheme depends on the school's current needs, including enrolment targets and financial considerations.
- The Steering Committee reserves the right to amend, pause, or withdraw the discount at any time.

6. Administration

- All introductions must be recorded by the Admissions Team to verify eligibility.
- The discount will be applied to fee invoices for the applicable academic year following confirmation of enrolment.