

## FEES POLICY

Effective 08 January 2024

Children 3 months – 3 years

Children 3 – 5 years  
6.5 hours minimum per day or fulltime

All figures include GST

2 Days Rate	\$186*	2 Day Rate	\$148*
3 Day Rate	\$268	3 Day Rate	\$212
4 Day Rate	\$340	4 Day Rate	\$273
Full Time Rate	\$410	Full Time Rate	\$315

No ECE Daily Rate \$105  
Weekly Rate (5days) \$412

Please note: 20 Hours ECE is for up to six hours per day, up to 20 hours per week and there must be no compulsory fees when a child is receiving 20 Hours ECE funding. Our daily charges are to cover the operation costs for the centre

### Enrolment/Withdrawal

- Minimum booking 3 days per week or as negotiated where days are available\*
- Once a child is enrolled and confirmation of a start date is given, all booked sessions will be charged regardless of whether a child attends or not.
- Upon confirmation of enrolment you will be charged a \$200 Enrolment Fee, this is non-refundable. This payment needs to be made prior to your child's start date by Direct Debit. Please use your child's reference code or name.
- Two weeks notice must be given in writing to our Administration should you wish to withdraw your child from the centre.

### Payments

- Payment by direct debit is our method of payment. We do not accept cash, eftpos, credit cards or automatic payments. A direct debit form is to be completed and sent to the Centre at least 2 weeks prior to start date.
- Fees are to be paid 2 weeks in advance.
- Failure to keep fees up to date may result in enrolment being forfeited and the debt being passed on to a debt collection agency, for which the parent will be responsible for any associated costs incurred.
- WINZ childcare subsidies are available for fee assistance depending on the level of your total family income. Please talk to staff regarding this. This subsidy is only part payment for fees and parents must meet the balance. Full fees will be charged until the centre receives the WINZ subsidy.

### Family Discount

- Where there are 2 or more children from the same family attending full time at the Centre a discount of 10% off the oldest child's fees will be applied.

### Holidays/Statutory Holidays/Sick Days/Absences

- Fees are charged when your child is absent due to sickness or other reasons
- Fees will be charged for statutory holidays
- No fees will be charged when the Centre is closed over Christmas (up to two-week closure)
- When a child is away from the Centre on holiday a holding fee of 50% of the child's normal daily fee is payable provided that at least 2 weeks' notice is given of the absence.
- Each child is entitled to up to 15 days (3 weeks) per calendar year at a reduced rate of 50% daily fees. Two weeks' notice must be given for this reduced rate.
- For children receiving 50% or more of the fees paid for through WINZ subsidies will be entitled to a discount up to the value of their weekly charge.

### Review of fees

- Fees will be reviewed annually effective from the 1<sup>st</sup> January and parents will be given one month's notice of any fee changes.

**Late Fees**

-For children who are picked up after the Centres specified closing time, a late fee of \$1 per minute shall be payable directly to the staff member on duty.

**Additional Optional Charges**

**If selected these charges will be added to your account and must be paid via Bank Transfer prior to the event.**

**Note they will not be charged by Direct Debit.**

**Enrichment Programme/Catherines Ready for School Programme**

-A one-off fee of \$150 is charged to cover consumables should you opt for your child to join this programme at 4 yrs. old.

**Trips and Events**

-Various trips may be offered throughout the year as an optional extension to current interests, projects or investigations. These costs will vary and will be advised via permission slip and Trip/Event information on Storypark.

**Special Visitors**

-Special visitors may attend to align with Interests, projects, fun weeks or investigations. Costs, if charged, will vary and you will be advised via Storypark.

**Cloth Nappy Programme (Tui Room Only)**

- A one off charge of \$65 is charged to opt into this programme.

**Fundraising**

-We partake in a number of fundraising events throughout the year. This will be communicated to you via our Special Events page on Storypark.

**Key Tags**

-We provide families with one key tag for entry. Additional tags will be available on request and will incur a \$15 non-refundable fee.

**Wet Bags**

- We encourage families to provide a wet bag for childrens' soiled or wet clothing. We can provide a CBELC branded wet bag at a charge of \$15.00 each