

Bertram Hawker Kindergarten Fees Policy



WE BELIEVE

All preschool age children should be able to access quality preschool regardless of financial circumstances.

RATIONALE

Our kindergarten provides a quality preschool education for the children of our community. The kindergarten has operated at the site since 1950 and has expansive areas for indoor and outdoor learning. It is important to adequately resource our curriculum and continually maintain and improve our facilities and ensure that we provide services and support appropriate to the children attending. We ask that families contribute towards the cost of their child attending preschool and we offer strategies to support families in financial hardship to facilitate contribution.

POLICY PRINCIPLES

- The purpose of this Policy is to:
 - Allow flexibility in the payment of fees;
 - Raise funds for the expenses required to run the preschool including curriculum resources, maintenance and improvement and other services.
- Fees will be reviewed annually in Term 3. Any increases in fees will be based on the Consumer Price Index (CPI) and any other market events as reasonably determined by the Governing Council.
- Fees are approved by the Governing Council in consultation with the director
- If a family cannot pay the fee due to financial hardship, their child will not be excluded from the program. We encourage families to arrange a confidential discussion with the Director as early as possible should financial hardship be relevant, to discuss alternative payment options.
- We will notify parents of the fees for the relevant year at the time of your enrolment.

FEES

- The preschool fees for 2023 will be \$1,080 for the year or \$270 per term. This fee includes all excursions and/or incursions that are offered and a kindy hat but does not include additional optional costs such as kindy photos, kindy t-shirts and fundraising.
- Fees are invoiced each term and are due in week 3 of each term. Parents may choose to pay the full fee of \$1,080 in term 1. If so, please contact the Director.
- The full fee applies whether the week includes public holidays, family's own holidays or sickness.
- Playgroup fees are separate from this policy.

How to pay

Payment by EFT/direct deposit is preferred, but cash payments will be accepted. Credit card facilities are not available.

Any payments made by cash or cheque must be provided in a sealed envelope with the child's full name, date and amount on the front and given to the director or a teacher.

Reduction of fees and payment by instalments

- Fees will be reduced to \$850 per annum or \$170 per term if a family holds a health care or Centrelink card.
- If a family has multiple children attending the kindergarten in the same year, a reduction of \$40 per term will be applied to each child's fee.
- If a family is experiencing financial hardship the director can offer an instalment plan option and/or reduce the fee.
- A reduction of fees may be offered to parents who undertake volunteer roles. This will be decided each year at the discretion of the director.
- If a child enrolls and commences later than week 5 of any term, the term fee for that child will be reduced by at least \$100.

Bertram Hawker Kindergarten will:

- Provide an invoice via the parent pigeon holes in week 1 of each term with details of payment methods.
- Provide a receipt for cash and cheque payments received. Receipts for EFT payments will be made on request.
- Contact parents and/or issue a reminder notice if fees have not been paid by week 5 of each term.
- Contact parents and/or issue another reminder notice if fees have not been paid by week 8 of each term.