



FEES AND ASSISTANCE 2017

FRIENDS' EARLY YEARS

EDUCATION AND CARE TYPE	FEE PRIOR TO ASSISTANCE	HOURS
Early Learning	\$94	7:30 am – 6:00 pm
Pre Kindergarten*	\$94	7:30 am – 6:00 pm
Before Kinder / Before School Care	\$13	7:30 am – 8:30 am
After Kinder / After School Care	\$22	3:00 pm – 6:00 pm
Co-Curricular Care**	\$17	3:00 pm – 6:00 pm
Kinder Vacation Care	\$94	7:30 am – 6:00 pm
Primary Vacation Care	\$67	7:30 am – 6:00 pm

*To be eligible for our specialised Pre-Kindergarten program, children must be scheduled to attend Kindergarten in the following school year. The program is also available to children who are already enrolled in Kindergarten and require education and care on the days that they do not attend their Kindergarten.

**Co-Curricular Care applies to children who attend a co-curricular activity as part of their After Kinder / After School Care Session.

FURTHER FEE INFORMATION

Friends' Early Years generates fees for all of the services it provides on a weekly basis. Fees are generated after the conclusion of each week, in accordance with the Government's Child Care Management System. Account statements are e-mailed on a fortnightly basis and parents are required to pay their account in full by the due date indicated on the invoice.

Payment of accounts is made via automatic, fortnightly direct debit and information on this service is sent out at the time of initial enrolment. Details of this service can also be obtained from Friends' Early Years Administration. Where more than one person has applied for enrolment of a child their liability shall be joint and several.

Failure to pay fees without prior arrangement may result in the account being referred to a debt collection agency and/or cancellation of enrolment. In addition, we reserve the right to charge an administrative levy and/or to recover collection costs on fees outstanding beyond the due date. We reserve the right to decline a child's enrolment at The Friends' School until such time as any outstanding Friends' Early Years fees have been paid in full.

Early Learning and Pre-Kinder, absences with two weeks written notice (for example, a planned family holiday) are charged 50% of the usual booked session fee for a period of up to 20 working days. Absences with a medical certificate are charged 50% of the usual booked session fee. All other absences are charged the full fee.

Outside Kinder Hours Care and Outside School Hours Care, absences with a medical certificate are charged 50% of the usual booked session fee. All other absences are charged the full fee.

A late fee of \$40 per 10 minutes or part thereof applies to each child still on the premises at or after 6:00 pm.

Friends' Early Years does not charge fees for days when the centre is closed due to a public holiday or the Christmas break. If the centre is closed due to a period of local emergency, for example local flooding or a disease outbreak, then normal fees and Child Care Benefit Discount entitlements apply.

FIRST TIME ENROLMENT

When enrolling a child for the first time, Friends' Early Years requires families to contact the Family Assistance Office on **13 61 50** in order to obtain Customer Reference Numbers for both the parent/guardian and the child and to have their eligibility for Child Care Benefit and the Child Care Rebate tested. Once you have been given your Customer Reference Numbers you must provide these to Friends' Early Years, allowing us to formalise your enrolment.

GOVERNMENT ASSISTANCE

Australian Government payments made to families to assist with the cost of care and early learning include Child Care Benefit, Special Child Care Benefit, Grandparent Child Care Benefit, Jobs Education and Training Child Care Fee Assistance and the Child Care Rebate. Details of these Government benefits, including the eligibility criteria that apply to each, may be obtained from the Family Assistance Office on **13 61 50**.