

## **CENTRE FOR EARLY EDUCATION: FEE SCHEDULE 2019**

### **PAYMENT OF CEEd ACCOUNTS**

For ease of payment, fees will be invoiced weekly and are payable by Direct Debit and Credit Card only. Direct Debit and Credit Card authorised payments will be processed weekly. The first invoice will be issued during the week of commencement.

As is standard practice for Early Education programs, fees are payable every day of your child's enrolment including days on which your child is sick or does not attend for whatever reason. However, fees will not be charged on days when the CEEd does not offer a program, including some gazetted public holidays, scheduled exeunt weekends, Orientation Day and Staff days. In addition, fees are not charged for the four week closure over the Christmas/New Year period.

A 25% discount on the daily fee will be offered for the purpose of holidays up to a maximum of four weeks for full time five day enrolments (a pro-rata maximum of 20 days/calendar year). This will require a minimum of four weeks' notice in writing and will only be available to children enrolled in the Infant & Toddler programs.

Parents of children enrolled in Reception and Kindergarten programs have the option of selecting full enrolment for programs between 7:30am and 6:00pm each day for 48 weeks of the year, or sessional times between 8:40am and 3:15pm during term time only. Enrolment options remain fixed for the duration of the calendar year and casual attendance is not offered in Kindergarten and Reception.

Four weeks' notice in writing must be given to the Director of the CEEd prior to the withdrawal of your child from the CEEd or four weeks' fees will be charged.

### **APPLICATION FEES**

The Application Fee is \$100 per child (non-refundable). This fee is to offset the administrative costs associated with enrolments. This fee will apply to each child's initial enrolment in the CEEd.

### **ENROLMENT BOND**

The acceptance of an offer of a place in any Reception or Kindergarten program will be dependent on the payment of an enrolment bond. Provided that the child commences at the CEEd, and any outstanding fees have been finalised in accordance with our payment policies, once the required notice has been provided and at the conclusion of the child's enrolment, the bond of \$1,000 per child will be refunded.

### **ENROLMENT**

Application for enrolment in CEEd programs does not guarantee a place in Reception, Kindergarten or at Ballarat Grammar. Places will be allocated according to the government priority of access guidelines. Government regulations require that some priority in the allocation of places be given to children from families where there is disability or disadvantage, or where the parent or parents are working or studying. Details of these requirements can be found at [www.education.gov.au](http://www.education.gov.au)

In addition to this, Ballarat Grammar gives some priority in allocation of places to children related to current or former students of the School, or to School staff, and some priority to early applications. Children in the CEEd will receive some priority in the allocation of Prep places at Grammar, but the allocation of a place in the CEEd does not guarantee a place in Prep at Ballarat Grammar.

### **CHILD CARE SUBSIDY (CCS)**

The Child Care Subsidy is a Government initiative that is intended to make child care more affordable. Rate of payment is determined by Centrelink and takes into account the combined family income, activity level of the parents and the type of Child Care Service being accessed. Further information on the CCS is available by following the link provided. <https://www.education.gov.au/child-care-subsidy-0>

### **CESSATION OF CARE**

It is a government requirement that the Centre reports any absences prior to a child's first day of attendance at the Centre and any absences after their last day of attendance at the Centre as a "Cessation of Care" absence. This type of absence is not eligible for CCS and therefore, full fees will be payable to the Centre for these absences.

**INFANT & TODDLER PROGRAMS** - For children from 6 months of age until entry to the Reception program.

Rates for 2019 (48 weeks per year)	Program Times	Daily Rate
Infant & Toddler Daily Rate	7.30am – 6.00pm	\$122

**EARLY EDUCATION PROGRAMS – Reception and Kindergarten**

**Reception** - For children the year before they attend Kindergarten. To be eligible, children must turn three years of age on or before 31 January in the year they attend the Reception program.

**Kindergarten** - For children the year before they go to school. Children must turn four years of age on or before 30 April in the year they attend the Kindergarten program. Priority will be given to children that turn four years of age by 31 January in their year of attendance.

Early Education Programs	Program Times	Daily Rate
Reception and Kindergarten Extended Care Program (48 weeks per year) Note: Kindergarten and Reception programs will commence at 8.40am and conclude at 3:15pm.	7:30am – 6:00pm	\$118
Reception and Kindergarten Sessional Program (School Terms only) Note: Term only enrolments may have an earlier conclusion on days such as Exeunt or end of term as published in Parent Handbook.	8:40am – 3:15pm	\$104
Before Care – Casual*	7:30am – 8:40am	\$30
After Care – Casual*	3:15pm – 6:00pm	\$39
Holiday Programs*	7:30am – 6:00pm	\$118
After Care Extended (Last day of Term 4) Casual	12:30pm – 6:00pm	\$52

The School reserves the right to vary the fees at a term’s notice.

\* Casual bookings are rarely available for Reception and Kindergarten children in Before/After care and Holiday Programs, but are subject to availability. Charges will be applied to all bookings in these programs regardless of attendance.

**LATE CHILD COLLECTION FEE**

As is standard practice in child care settings, a late child collection fee will be charged if you are late collecting your child after 6:00pm. For each child, the late fee is \$25 for the first 15 minutes or part thereof, with \$5 per five minutes charged following this – the Centre for Early Education closes at 6:00pm sharp.

**SIBLING REBATE**

No sibling rebates are applicable to CEEd Fees, but special arrangements will be made for families with a student attending the School prior to 2013.

**LATE PAYMENT**

A late payment fee of 1.5% per month will be charged on overdue accounts. There will be a standard bank charge if a Direct Debit or Credit Card payment is dishonoured. A child’s place may be forfeited if the account goes into arrears. The CEEd reserves the right enter legal proceedings and issue caveats over property held by, those legally responsible for payment, where it is deemed to be necessary by the Finance Committee. Parents experiencing difficulties with payments are encouraged to contact the Director of Finance or Headmaster.

**INSURANCE - PERSONAL & PROPERTY**

The CEEd accepts no responsibility for damage or loss of personal property (including students’ personal effects, and motor vehicles on site). Nevertheless, the CEEd naturally takes due care to prevent such loss. Similarly, students are **not** automatically covered by Student Accident Insurance. Parents are strongly advised to make their own arrangements for suitable private health cover.



Peter O'Dwyer  
Business Manager

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