Tuition Fees are an essential part of our income. As applies to all Catholic Parish Primary Schools, State & Commonwealth Grants are received to cover the costs of teachers’ salaries. All other running costs (eg. electricity, cleaning, maintenance of buildings, insurance and salaries of Education Support Officers) are borne by the School Community.

The School Board has approved the following fees and levies at the meeting held 20th November 2013.

### 2014 FEE SCHEDULE
**Fees – Reception to Year 7**

<table>
<thead>
<tr>
<th>No. Child/ren</th>
<th>Tuition Fee</th>
<th>IT Levy</th>
<th>Composite Levy</th>
<th>P&amp;F Levy per family</th>
<th>Dioc. Capital Levy</th>
<th>Total per Child</th>
<th>Total per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2,150</td>
<td>330</td>
<td>340</td>
<td>80</td>
<td>48</td>
<td>2,948</td>
<td>$ 2,948</td>
</tr>
<tr>
<td>2</td>
<td>1,504</td>
<td>330</td>
<td>340</td>
<td>48</td>
<td></td>
<td>2,222</td>
<td>$ 5,170</td>
</tr>
<tr>
<td>3</td>
<td>1,078</td>
<td>330</td>
<td>340</td>
<td>48</td>
<td></td>
<td>1,796</td>
<td>$ 6,966</td>
</tr>
<tr>
<td>4</td>
<td>-</td>
<td>330</td>
<td>340</td>
<td>48</td>
<td></td>
<td>718</td>
<td>$ 7,684</td>
</tr>
</tbody>
</table>

**School Card Holders**

| 1             | 1,034       | 330     | 340            | 80                  |                   | 1,784           | $ 1,784        |
| 2             | 683         | 330     | 340            |                     |                   | 1,353           | $ 3,137        |
| 3             | 447         | 330     | 340            |                     |                   | 1,117           | $ 4,254        |

### Preschool Fees

<table>
<thead>
<tr>
<th>1 Child</th>
<th>Per Term</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 300</td>
<td>$ 1,200</td>
<td></td>
</tr>
</tbody>
</table>

When you enrolled your child/children, you signed the enrolment form. In signing this form you committed to accepting:

*“That you will be responsible for the payment of tuition fees and other costs associated with the education of your child/children.”*
Admission and Acceptance Fees

An Application Fee of $50 (non-refundable) per child per application is charged on submission of an Application for Admission for Preschool and School.

An Acceptance Fee of $100 per child for School and $50 per Child for Preschool is payable on confirmation of an enrolment. This fee will be deducted from the 1st Term’s fee account.

Discounts on Tuition Fees

 A reduction of approx. 30% in Tuition Fees is allowed for the second child
 A reduction of approx. 50% in Tuition Fees is allowed for the third child
 A reduction of 100% in Tuition Fees is allowed for the fourth child
 School Card - State Government provides financial assistance to families. Families who qualify for support under the SA Govt School Card Scheme will automatically be given a further 45% discount on Tuition Fees (Families are to enquire at school office and lodge necessary paperwork in Term 1 of every year).
 Families can make application for fee remission if they have extenuating circumstances or their financial circumstances change significantly from year to year, and should do so preferably at the commencement of the school year. Appointments to discuss this will need to be made with the Principal, after which applications for remission will be submitted to the School Finance Committee.

Payment Options

The Fees are set for a calendar year and payment options are as follows:

Option 1:- 3 Instalments during Term 1, 2 & 3 – Due by Week 5 (or date set by Bursar)

Option 2:- 8 Monthly Instalments – with payments due from 1 March to 1 October (preferably via direct debit of credit card or direct debit from bank account) – arrangements needs to be in place by end of Week 3, Term 1

Option 3:- Full Amount due by end of Term 1 (Bursar to be notified by Week 5)

PRESCHOOL FEES - These fees will be billed in four (4) instalments, with payments by end of Week 5 of each Term (or date set by Bursar)

Payment Methods

Parents who find it more convenient to pay school fees by regular smaller payments (ie weekly, fortnightly or monthly) may do so provided that the first payment is received by the due date. Parents wishing to use this method should make an appointment with the Finance Officer to discuss arrangements no later than Week 3 of Term 1.

The School offers payment of school fees by the following means:-

 Cash / Cheque / Money Order / Eftpos / BPAY
 Visacard / Mastercard (via telephone or direct transfer)
 Direct Debit from Savings Account or Credit Card
 Deduction from Centrelink Benefits (Centrepay)

Withdrawal of a Student

Parents are required to give the Principal at least one term’s notice for any change to their child’s enrolment commitment, if not the next term’s fees and charges will be payable as per the School Fee Policy.
**Prompt Payment**

The School relies on the prompt payment of all Fees to enable the School to operate. The School Board has adopted ‘Guidelines for Fee Collection’. The procedures outlined in the document (copy available from School Office) will be adhered to and where necessary will place outstanding accounts in the hands of a debt collector.

*A 5% late payment fee will be added to outstanding accounts after the due date*

**Levies**

The following levies are included for payment together with Tuition Fees (on front page):

- **Information Technology Levy** (IT Levy) – This levy contributes towards the cost of IT facilities/equipment in the school.

- **Parents & Friends Levy** (P&F Levy) – This is a compulsory levy to alleviate the pressure of raising money throughout the year by a small group of people.

- **Diocesan Capital Levy** – This levy was introduced by the Archdiocese to support the Catholic Development Fund. Families who qualify for School Card assistance are exempt from paying this fee. Families who contribute regularly to a Planned Giving Programme in a Catholic Parish are given the choice to be exempt from this levy (please contact Finance Office for further information).

- **Composite Levy** - This levy is made up of the following levies/charges:- Excursion Levy, Key Curriculum Resources, Class Consumables, Swimming Fees, Internet Fee, Photocopying & Printing, Physical Education/Art Levy, Federation Parents & Friends Levy, CEO Levies & Library Resources.

**Building Fund**

Voluntary contributions may be made to the ‘St Joseph’s Building Fund’ which will support future Building improvements and developments.

Envelopes are available from the Front Office. All Amounts are fully TAX DEDUCTIBLE.

**School Books**

Currently the School is using the services of a local stationery supplier (Campion Education, 46 Glynburn Rd, Hectorville) for the supply of books and materials. Book lists are circulated at the end of Term 4 for the following year. Prices for stationery packs vary from $50 to $80 (depending on year level). Payment of the School Books (in full) is made prior to the child commencing school at Campion Education. If these fees are unable to be paid at this time, an appointment will need to be made with the Bursar so that alternative arrangements can be made.

**School Band**

Participation in the School Band is available to students in Year 3 to Year 7 which includes Trumpet, Drums, Flute, Trombone, Alto Saxophone & Clarinet. The School will invoice Hire Fees of instruments and Lesson Fees each term.
Private Music Tuition
The School provides facilities for a number of music tutors to teach privately. It is stressed that private music tuition is an arrangement between parents and the relevant tutor and payment of Music Tuition Fees should be forwarded directly to the Music Tutor, and not to the School.

Uniforms
All school and sports uniform requirements are available from Totally Schoolwear, Shop 24, Clovercrest Plaza, 429 Montague Road, Modbury North. Price lists and opening times are available from the front office.

The Parents and Friends Committee run a Second Hand Uniform Shop – please enquire at School Office re: opening times.

School Bags, Hats, Communication Bags, Library Bags, Scrunchies and Navy headbands are available to purchase from the School Office.

Insurance Cover
The School has the ‘CCI School Care – 24 Hour Standard Cover” from Catholic Church Insurances Ltd (CCI). This insurance will cover your child for the whole day regardless if injury is related to school activities and this includes covering part of pocket expenses relating to gap in private cover.

Out of School Hours Care
Children are fully supervised by the Director. Registration Forms need to be completed every year prior to attending.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Registration Fee</td>
<td>$30/family</td>
</tr>
<tr>
<td>Before School Care</td>
<td>7.30am to 8.30am</td>
</tr>
<tr>
<td>After School Care</td>
<td>3.00pm to 4.30pm</td>
</tr>
<tr>
<td></td>
<td>3.00pm to 6.00pm</td>
</tr>
</tbody>
</table>

Families who have enquiries regarding eligibility and entitlements for Child Care Benefits (CCB) or who require a Customer Reference Number (CRN) should visit a Family Assistance Office (FAO) or Telephone 13 61 50.

Booking Fee – A fee of $10.00 per child will be incurred if a booking is not made by 9.00am on the day of attendance or by 5.30pm for the next morning.

Cancellation Fee - A fee of $10.00 per child will be incurred if a booking is not cancelled by the notification times set down for each session and/or if the child does not attend.

Late Pick Up Fee – A fee of $1.00 per minute per child will be charged if not collected by 6.00pm.