



## Fees / Parent Contributions 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 current site since 1955 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.

### Principles

The purpose of this Policy is to:

- Provide certainty around financial commitments for families;
- Allow flexibility in the payment of parent contributions;
- Raise funds for the expenses required to run the preschool including curriculum resources, maintenance and improvement and other services.
- Support the budget process.
- Parent contributions are approved by the Governing Council in consultation with the director.
- Parent contributions will be reviewed annually in Term 2. Any increase in parent contributions will be based on the Australian Consumer Price Index (CPI) and any other market events as reasonably determined by the Governing Council in consultation with the Preschool Director.
- If a family cannot pay the parent contribution, their child will not be excluded from the program.
- The Director must report to Governing Council the balance of outstanding contributions each term.
- Families will be notified of the parent contributions for the relevant year at the time of enrolment of their child(ren).
- Parent contribution information will be published and available to families including on the Kindergarten's Website, Parent Handbook and Policy folder
- The full parent contribution applies whether the week includes public holidays, family's own holidays or sickness.

### Parent Contributions

- The preschool parent contributions for 2024 is \$270 per term or \$1080 for the year.
- The preschool parent contributions for 2025 is \$278 per term or \$1112 for the year.
- This contribution does not include additional optional costs such as kindy photos, kindy logo clothing (t-shirts and hats) and fundraising.
- In addition, an optional excursion/incursion fee per term **may** be charged on top of the parent contributions.
- Parent contributions are invoiced at the beginning of each term and are due in within 3 weeks of the issue of the invoice. A reminder will be emailed should they not have been paid.
- We offer other programs (playgroup and orientation sessions) that may have additional costs to the parent contributions outlined in this policy.



## Payment options

Payment by EFT/direct deposit is preferred, but cash payments will also be accepted. Credit card facilities are not available. If paying electronically, please note the following details:

BSB Number: 105-150

Account number: 007405240

Receipts for EFT payments will be made on request.

Any payments made by cash must be the correct dollar amount and provided in a sealed envelope with the child's full name on the front and given to the director or a teacher. A receipt will be issued for cash payments received.

## Reduction of parent contributions and payment by instalments

- If a family has multiple children attending the kindergarten in the same year, a reduction of \$40 per term will be applied to the contribution for each child.
- If a family is experiencing financial hardship and/or if a family holds a health care or Centrelink card the director can offer an instalment plan option and/or reduce the amount of the parent contribution.

**The Clarence Park Community Kindergarten's Fees/Parent Contributions Policy will be shared with all new staff and families and is available to view in the Kindergarten's Policies Folder and on the Kindergarten's website.**

Endorsed and ratified by Governing Council parents and staff at Governing Council

Approval date: June 2024

Review Date: Term 2 2025