

BLUE MOUNTAINS CHRISTIAN SCHOOL
SCHOOL FEES POLICY
Effective from 1 January 2009

The following schedule sets out the minimum financial contribution required from parents or guardians as a means of supporting the provision of Christian education at Blue Mountains Christian School. These contributions are consciously set as low as possible so that, in general, no parents or guardians are precluded on financial grounds from providing a Christian education for their children.

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| <p>ENROLMENT</p> | <p><u>Application Fee</u> A non-refundable application fee of \$35 per child is payable with each application for enrolment and must accompany the application form.</p> <p><u>Enrolment Deposit</u> An enrolment deposit of \$500 per family is payable upon acceptance of the offer of a placement at the school. After accepting a place, families who do not proceed with enrolment will forfeit 50% of the deposit as an administration fee. Enrolment deposits are refundable at the time the last child in the family leaves the school subject to no other tuition fees and charges being outstanding. Families leaving the school may care to consider donating their enrolment deposit to the School's Building or Library Funds. Such donations are tax deductible.</p> |
| <p>TUITION FEES</p> | <p><u>Student Tuition Fees</u> The tuition fee schedule sets out the minimum requirement and families are invited to make higher contributions if in a position to do so. Weekly amounts are calculated over 52 weeks of the year and monthly amounts over 10 months (February to November). Tuition fees are billed annually. Invoices are generally posted prior to the commencement of the new school year or upon commencement of enrolment. The school has a family fee structure with sibling discounts.</p> <p><u>Class Levy Applicable To All Students</u> In addition to tuition fees, a class levy is payable per student. Levies for each student cover most workbooks and materials, textbooks, visiting performances, excursions, camps etc, except for the Year 6 Canberra/Hill End camp. The cost of this camp is invoiced to families when the camp costs are determined. Class levies have been kept to a minimum and would be payable in any school. Please note that an additional charge will apply for students in Year 3, 5, 7 & 9 for participation in the compulsory Department of Education "National Assessment Program for Literacy and Numeracy" and Year 8 ESSA (Science) testing. Year 7 students are issued a scientific calculator and invoiced accordingly (approx. \$25).</p> <p><u>Other Costs</u> Tuition fees and levies charged at Blue Mountains Christian School cover most costs however some additional charges may occur in the following areas:</p> <ul style="list-style-type: none"> • some subjects where special materials, activities or camps are required • some sporting activities involving hire of facilities or equipment, entrance fees etc (for example the swim program at the aquatic centre) • ski trip • joint secondary TAFE courses or distance education courses • band, choir, Duke of Edinburgh Award Scheme etc. <p><u>Accident Insurance Levy</u> \$7.00 (approx.) per student per year Worldwide cover, 24 hours a day, 365 days a year including work experience and non professional sports. Covers all enrolled students and parents/teachers accompanying on authorised school excursions. Schedule of benefits is available at the school office.</p> <p><u>Levy for Building and Grounds Improvements</u> A school building and grounds levy of \$200 per family is payable each year. Income received from this levy is used to undertake necessary refurbishments and improvements. This levy does not replace the Building Fund Donation into which all families are requested to make an annual donation.</p> |

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| FEE ASSISTANCE SCHEME | The school is committed to maintaining a low fee structure in order to make Christian education available to as many children as possible. At times, tuition fees as set by the Association may still be beyond the reach of some of our families. A fee assistance scheme is in place and families may contact the Principal's PA if they wish to apply for school fee assistance. A limited number of concessions are available each year and payments under this scheme must be made by direct debit or through Centrepay deductions. |
| BUILDING FUND DONATIONS | Donations to the School's Building Fund are not compulsory, however all families are requested to donate a minimum of \$100 per annum. Donations to the Building Fund are tax deductible. Without the support of families donating to the Building Fund, the school would not be able to fund future developments and ongoing improvements to the facility. |
| LIBRARY FUND DONATIONS | Tax deductible donations may also be made to the School's Library Fund. Parents may purchase books through the school librarian for donation to the school library. An invitation is extended to grandparents and friends to contribute in this way. |
| PAYMENT TERMS AND CONDITIONS | <p><u>Payment Terms</u> Tuition fees and levies are payable in advance using one of the following payment options:</p> <ul style="list-style-type: none"> • tuition fees may be paid annually in full within the first four weeks of the school year • tuition fees and levies may be paid by weekly, fortnightly or monthly instalments through the direct debit facility or by EFT. This arrangement can be established with the Principal's PA. <p>NB All payments should be by direct deposit to the school's bank account or cheque rather than cash. Please mark cheques clearly on the back with student's name and purpose of payment. Payment may also be made by Mastercard, Visa or Debit Card at the school office or by phone. Families on fee assistance or who are paying by instalments, are required to pay by direct debit.</p> <p><u>Late/Non-Payment of Tuition Fees and Levies</u> It is important that parents cooperate by paying all contributions on time. If at any time parents are facing difficulty in paying their tuition fees and levies, please make contact with the Principal's PA. Any outstanding fees which carry over from one school year to the next will automatically attract a late fee of \$100 on the last day of the school year. A fee of \$5.00 will also apply in respect of dishonoured direct debit school fee payments. The Board is required by the Association to terminate student enrolments in the event of non-payment of tuition fees and levies.</p> |
| CHILDREN LEAVING THE SCHOOL | <p><u>Termination of Enrolment</u> Parents are required to give at least one school term's notice in writing of termination of enrolment. This notice is to be given in the first week of the term prior to the one in which the student(s) are to be withdrawn. For example, if a student is to be withdrawn in term four, notice of termination of enrolment would need to be given in writing in week one of term three. A fee of \$500 per student is payable if the required notice is not given. If the giving of such notice is impossible, advice from the principal must be sought immediately the parent becomes aware of the necessity for withdrawal. Please note that if a student leaves mid-year, families may be entitled to a refund of tuition fees calculated on a pro-rata basis in respect of the unexpired weeks of the current school year. This refund applies to tuition fees only and no refund will be made in respect of class levies/subject fees or the building fund levy.</p> <p><u>Enrolment Withdrawal Advice Form</u> Parents and guardians are required to complete an official enrolment withdrawal advice form available from the school office and are encouraged to attend an exit interview.</p> <p><u>Expulsion</u> In the event of a student being expelled from the school, no refund of tuition fees and levies paid in advance for the current term will be given.</p> |