



## 4.9 FEES

### DEFINITIONS

Permanent Care	Regular bookings used each week
Booked Care	Any booking for care made in advance
Casual Care	Care used on a daily basis (no booking)

### POLICY

1. Fees are charged on a per session per child basis
2. The service will send out a Statement on a weekly basis.
3. Fees will be set annually by the Sponsoring Body. Fees are set to cover the cost of the service and to meet the projected budget for the service. They are subject to change.
4. Beumaris North OSHC aims to provide a quality service which is accessible and affordable to families.

<b>BEFORE SCHOOL CARE:</b>	\$16 per session, per child
<b>AFTER SCHOOL CARE:</b>	\$27 per session, per child
<b>CURRICULUM DAY:</b>	\$60 per day, per child
<b>CURRICULUM DAY:</b>	\$32.50 per half day, per child
<b>LATE FEE:</b>	\$25 per child, per 15 mins or part thereof

### IMPLEMENTATION

**The OSHC Management Committee has the responsibility to ensure that:**

- Fees will be set on an annual basis when establishing the budget parameters.
- Recommendations of any changes to fees are presented to School Council for consideration.

**Parents have a responsibility to ensure that:**

- All families are required to pay fees for the care of their children by the due date.
- It is the responsibility of the parent/guardian to ensure that contact is made with the Coordinator or the School Principal to discuss options if the account cannot be paid in the timeframe of this policy.

### Payment of Fees

- A weekly Statement will be issued via email in which the parent/guardian will have 7 days to pay the account. In the event that the account has not been paid, the child/ren's place

in the Service may be cancelled until full payment has been made, there is no guarantee of a place once care has been reinstated.

- If non-payment becomes an issue, in order to continue to utilise the program, the weekly fees will need to be paid in advance.
- Fees are to be paid weekly and can be made by via Direct Deposit, the QKR app, EFTPOS at the OSHC building or the school front office.
- Fees will be accepted on a fortnightly basis to coincide with pay weeks, providing this has been arranged with the Coordinator in advance.

### **Casual and Emergency Care**

Fees for casual or emergency care are required to be paid on the day of care.

### **Cancellations**

Permanent and booked care shall be charged at the full fee unless prior **written** notice of at least **8 days** is given to advise of a cancellation or a doctor's certificate within 48 hours is supplied to the Coordinator. If no cancellation is received or cancellation made after the specified time the full fee for the session will be charged. Persistent cancellations or cancellations for an extended period may jeopardise the child's permanent place in the program.

### **Child Care Subsidy**

The Child Care Subsidy assists eligible families who use approved and registered child care, by subsidising some of the cost. To claim the Child Care Subsidy you will need to contact the Department of Human Services. Once approved, it is essential you provide us with the Customer Reference Numbers (CRN's) and Dates of Birth for the parent claiming and any child enrolled with OSHC.

### **Late Pick Up**

Closing time of Beaumaris North OSHC is 6.00 pm. Parents who collect their child/ren after this time will incur a late fee of \$25 per child, per 15 minutes or part thereof. If a late pick up fee is incurred the weekly Statement will include this charge.

### **Relevant Policies:**

[Booking Policy](#)

[Late Pick Up Fees Policy](#)