



# ST ANDREW'S CATHOLIC PRIMARY SCHOOL

## SCHOOL FEES AND CHARGES POLICY

The charges outlined below are expressed as the ANNUAL FEE, which you are expected to pay for your child's education at St Andrew's Catholic Primary School.

Fees are set each year and confirmed at our Annual Community Meeting.

NOTE: Fees are subject to annual change as recommended by Catholic Education WA.

### FEE SCHEDULE 2024

TUITION	Kindy	PP-Yr6
Tuition 1 child	844.50	1,407.50
Tuition 2 child	675.50	1,126.00
Tuition 3 child	506.50	844.50
Tuition 4 child	No charge	No charge

**NO INCREASE  
IN SCHOOL  
FEES IN 2024**

LEVIES PER FAMILY	Kindy	PP-Yr6
Building Levy	169.00	281.50
Building Supplem. Levy	48.50	48.50
P & F Levy	60.00	100.00
<b>TOTAL LEVIES</b>	<b>277.50</b>	<b>430.00</b>

COSTS PER STUDENT	KG	PP	YR1	YR2	YR3	YR4	YR5	YR6
Amenities	158	199	199	199	199	199	199	199
Camp and Graduation								535
Cooking	10							
ICT		46	46	46	46	46	46	46
Insurance	20	20	20	20	20	20	20	20
PP – Year 6 Excursions		20	20	20	20	20	20	20
Performing Arts Activities		20	20	20	20	20	20	20
Family Life Program								10
Language Assessment	85							
OT Assessment		100						
Site Licences		55	55	55	55	55	55	55
Spelling			5	5	5	5	5	5
Sacramental Programme					21	21		21
Swimming			110	110	110	110	110	
<b>TOTAL PER STUDENT</b>	<b>271.50</b>	<b>458.50</b>	<b>468.50</b>	<b>468.50</b>	<b>489.50</b>	<b>489.50</b>	<b>458.50</b>	<b>904.50</b>

### TUITION FEES

Tuition fees are to be paid for each student.

**Families will receive 5% discount off Tuition Fees if paid within 14 days.**

Family discounts to Tuition Fees for Kindy to Year 6 are:

2 <sup>nd</sup> Student	20%
3 <sup>rd</sup> Student	40%
4 <sup>th</sup> Student	100%

## **PAYMENT OF SCHOOL FEE ACCOUNTS**

The School Fee Account will be forwarded at the start of the school year with the Payment Option Form attached. Every family is required to complete and return the **Payment Option Form** in February indicating their chosen payment plan option to meet the costs associated with your child's education.

**Please note** payment arrangements are not carried over from year to year and each family will still need to complete the Payment Option Form annually.

School Fee accounts are emailed to each families' nominated email address at the commencement of the school year. Reminder accounts will be sent out each term.

Fees are to be paid **REGULARLY** throughout the year and are due in **FULL by the end of NOVEMBER** unless other arrangements have been put in place after a discussion with the school.

The Signatories to the student enrolment contract are liable jointly and severally to pay, and agree to pay, to the school, for all fees and charges incurred in respect of that student, regardless of:

- (a) Any pre-arranged or subsequent private agreement to share or apportion payment responsibility.
- (b) Any Court Order or statutory direction that may apply to any signatory.
- (c) Any separate or individual invoicing of any amount.

This joint and several liability includes all costs that may be incurred by the school in the recovery of fees and charges including legal action, if necessary.

## **NON-PAYMENT OF SCHOOL FEES**

Families are required to inform the school Principal of any financial hardship that may result in delay of school fee payments. The school makes every effort to work with parents in relation to the payment of school fees. Where parents have ignored all reasonable attempts to negotiate a fee reduction strategy or have failed to pay school fees and further action is required, the school will follow the guidelines of Catholic Education WA. If a suitable resolution to the non-payment of fees is not reached, the services of a Debt Collection Agency will be sought. Notice will be given in writing to the family of such intention prior to action being taken. Costs associated in debt recovery will be passed on to the family and collected via the agency appointed. The next step would be for a summons to be issued. However, before enforcement proceedings are taken, approval from the Executive Director of Catholic Education of WA will be obtained.

## **FAMILY FEE ASSISTANCE**

Any family who is unable to meet the full commitment of fees must make an appointment at the beginning of the year with the Principal to discuss alternative arrangements. At this appointment, the family must bring financial documentation from a recognised **Australian Authority** i.e., The Australian Taxation Office or Australian Government to prove financial hardship. The appointment will not go ahead without this documentation. All information relating to family financial situations will be treated as highly confidential.

## **WITHDRAWAL OF STUDENTS**

The Principal must be given a **full term's notice** in writing prior the student's withdrawal. Without such notice, the school reserves the right to charge a term's fee in lieu of notice.

## PAYMENT METHODS



### **In person at the office**

Present the remittance advice with your payment to the school office during office hours. Office hours are 7.30am to 3.30pm



### **EFTPOS (No American Express or Diners Club)**

Various bank or credit cards are accepted for prompt payment at the school office. Office hours are 7.30am to 3.30pm



### **BPAY**

Telephone and Internet Banking – call your bank to pay your account using our BPAY BILLER CODE 279935 and your Reference Number found on your Statement. Regular cycles can be set up.



### **Direct Debit**

This allows your school fee account to be paid automatically to the school from a nominated bank account by weekly, fortnightly, monthly, quarterly and semester instalments. Direct Debit Authorisation and Payment Plan Options are attached to the Annual Statement and also available from the office on request.

## HEALTH CARE AND PENSION CARD SCHOOL FEE DISCOUNT SCHEME (HCC AND PCC)

This scheme assists all families that hold current Family Health Care and Family Pensioner Concession Cards. The discount is on tuition fees for Kindergarten to Year 6 students as per Catholic Education of Western Australia's recommended school fee policy.

The HCC and PCC tuition fees will be as follows for the first child. Family discounts apply for additional children:

Applications must be made at the school Office each year (please provide your current Health Care or Pension Card). Fees are issued in February. Families will receive 5% discount off Tuition Fees if paid within 14 days.



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### HEALTH CARE CARD FEE SCHEDULE 2024

TUITION	Kindy	PP-Yr6
Tuition 1 child	300	300
Tuition 2 child	240	240
Tuition 3 child	180	180
Tuition 4 child	No charge	No charge

**NO INCREASE  
IN SCHOOL  
FEES IN 2024**

LEVIES PER FAMILY	Kindy	PP-Yr6
Building Levy	90	90
Building Supplem. Levy	48.50	48.50
P & F Levy	60.00	100.00
<b>TOTAL LEVIES</b>	<b>198.50</b>	<b>198.50</b>

COSTS PER STUDENT	KG	PP	YR1	YR2	YR3	YR4	YR5	YR6
Amenities	158	199	199	199	199	199	199	199
Camp and Graduation								535
Cooking	10							
ICT		46	46	46	46	46	46	46
Insurance	20	20	20	20	20	20	20	20
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