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## **Schedule of Fees**

**4<sup>th</sup> July – 30<sup>th</sup> December, 2022**

### **Contact Information**

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## Pre-Kindy & Kindy Programme (2 to 5 Years Old)

Session	Fee	Ratio	Places	Programme Information
Pre-Kindy 6 hrs 9:00am-3:00pm	\$90	1/5	10	5 different sessions are available, as listed to the left. The different session times allow for the maximum coverage of days, depending on your family's needs and approved CCS hours. Fees include all incursions, excursions and meals occurring during the session (breakfast 6:30am, morning-tea 8:30am, lunch 11:15am, afternoon-tea 2:30pm, lite supper 6:00pm). Children still wearing nappies are eligible for this program.
Pre-Kindy 8 hrs 8:00am-4:00pm	\$95	1/5	10	
Pre-Kindy 10 hrs 7:00am-5:00pm	\$100	1/5	10	
Pre-Kindy 12hrs 6:00am-6:00pm	\$105	1/5	10	
Pre-Kindy 12 hrs 5:00am-5:00pm Or 7:00am-7:00pm	\$110	1/5	10	
Kindy 6 hrs 9:00am-3:00pm	\$80	1/10	20	5 different sessions are available, as listed to the left. The different session times allow for the maximum coverage of days, depending on your family's needs and approved CCS hours. Fees include all incursions, excursions and meals occurring during the session (breakfast 6:30am, morning-tea 8:30am, lunch 11:15am, afternoon-tea 2:30pm, lite supper 6:00pm). Children still wearing nappies are not eligible for this program.
Kindy 8 hrs 8:00am-4:00pm	\$85	1/10	20	
Kindy 10 hrs 7:00am-5:00pm	\$90	1/10	20	
Kindy 12hrs 6:00am-6:00pm	\$95	1/10	20	
Kindy 12 hrs 5:00am-5:00pm Or 7:00am-7:00pm	\$100	1/10	20	
½ Day School Arrival-6:00pm	\$55	1/10	10	2 different sessions are available. These sessions are only available to those children being collected from a school-based Kindy or Pre-Kindy. All children receive lunch on arrival and afternoon-tea at 2:30pm. Fees include all incursions and excursions occurring whilst the children are in attendance. Supper is also included in the later session. All children must be fully toilet trained, please seek further information if you are unsure
½ Day School Arrival-7:00pm	\$60	1/10	10	
Kindy Morning 8:00am-11:45am	\$45	1/10	20	This session has very limited places and is only available if there is a ½ day school pick-up to balance the ratio, as a way of completing orientations or other special circumstances as approved by the director. If a full day place is requested by another family, the half day position may be forfeited, in line with priority of access legislation. Fee includes all meals served during the session; breakfast 6:30am, morning-tea 8:30am, lunch 11:15am and all incursions/excursion, i.e. Happy Feet, Helen O'Grady Drama, Library visits etc.
Kindy Home Shuttle Service	N/A	N/A	N/A	This session is ceasing in 2022, due to a lack of take up on the service. If it becomes needed in the future, we will consider resuming the service.

## Year-Round Pre-Kindy & Kindy Programmes

Please note, the Pre-Kindy & Kindy Programmes run year-round, independently from the OSHC programme. It is a legal requirement for all programmes that attract the Child Care Subsidy to run year-round, in line with Long Day Care Centres. For Kindy children on the half day school pick-up, your child's booking automatically changes to a full day booking during school holidays, unless you provide a holiday notice, in which case a 20% discount will be applied. For Kindy children using the morning/orientation booking, your child's booking will continue as normal, but is subject to availability (admin will notify you if the place will not be available).

## OSHC Programmes (Kindy to Year Six)

Session	Fee	Ratio	Places	Programme Information
Before School from 5:00am	\$37	1/10	20	Children can begin arriving from 5am, this session includes school bus transfer, breakfast (strictly between 6:00-6:30) and morning activities.
Before School from 7:00am	\$32	1/10	20	Children can begin arriving from 7:00am, this session includes school bus transfer and morning activities.
After School until 6:00pm	\$37	1/10	20-30	Children are collected from their school and can remain at Our Place until 6pm. This session includes school bus transfer, afternoon-tea 3:30pm, afternoon activities & homework assistance.
After-School until 7:00pm	\$42	1/10	20-30	Children are collected from their school and can remain at Our Place until 7pm. This session includes school bus transfer, afternoon-tea 3:30pm, afternoon activities, homework assistance and a lite supper.
Vacation Care 11hrs 7:00am-6:00pm	\$95	1/10	20-30	2 sessions are available to children enrolled in Pre-Primary to Year 6, attending any school. Children currently enrolled in Kindy can enrol in our Kindy Programme during the holidays and may attend some excursions if places are available and the excursion is age appropriate. Fees include all meals occurring during their session; breakfast 6:00am, morning-tea 8:30am, lunch 11:00am, afternoon-tea 2:30pm and supper 6:00pm. Fees also include <b>ALL</b> excursions and any additional staffing that may be required for specified activities.  <b>ONE FEE NO HIDDEN COSTS!</b>
Vacation Care 12 hrs 5:00am-5:00pm Or 7:00am-7:00pm	\$100	1/10	20-30	
Pupil Free Days	-	-	-	Pupil free days are now charged as per the Kindy Program fee schedule, unless excursions are conducted and then Vacation Care charges will apply.

## Weekend Program (2-12 years old)

Session	Fee	Ratio	Places	Programme Information
Saturday 12hrs 6:00am-6:00pm	\$130	1/5 & 1/10	50	Children can begin arriving from 6am, and must be collected by 6pm. Although different sessional hours will be available, all sessions will cost \$130, due to the penalty rates applicable for staff. This session will run as a family grouping, with the focus being on relaxation & leisure activities. All meals and activities are included.
Sunday 12hrs 6:00am-6:00pm	\$150	1/5 & 1/10	50	Children can begin arriving from 6am, and must be collected by 6pm. Although different sessional hours will be available, all sessions will cost \$150, due to the penalty rates applicable for staff. This session will run as a family grouping, with the focus being on relaxation & leisure activities. All meals and activities are included.

**Important Note:** If this program becomes fully utilised, children will be separated into Pre-School & School Aged groupings. The weekend program is not open on long weekends, that is where either the Friday or Monday is a Gazetted Public Holiday. No charge will apply to weekends where we are closed, however, charges still apply to the Friday and Monday (if this is a day you have regularly booked).

## Other Fees, Discounts & Conditions, applicable to all Programmes

Type	Fee	Conditions
<b>Holiday Discount</b>	20% Discount	Our Place OSHC & Pre-Kindy offers a 20% discount when children are absent due to family holidays or medical procedures. Written notice must be supplied at least 2 weeks prior to the planned holiday, once a holiday is booked children may not attend on that day. If your circumstances change, you must request a cancellation of Holidays in writing, this will be approved at the managers' discretion and is dependent on staff availability.
<b>Casual Bookings</b>	20% Surcharge	Casual bookings can be made; however, a 20% surcharge will apply (conditions apply) and are subject to availability. To be eligible for casual bookings you must have at least one permanent booking per fortnight. Casual bookings are any booking made in addition to your regular booking, that run for 6 weeks or less. A 20% surcharge applies to all casual bookings, at all times, regardless of notice given. A casual booking cannot be made more than two weeks in advance (except in exceptional circumstances), and once confirmed, a casual booking cannot be cancelled (unless cancelling all care requirements and leaving the centre).
<b>Shift or FIFO bookings</b>	50% Discount	Shift & FIFO bookings are reserved, depending on the non-FIFO parent's needs. Each month, bookings are confirmed based on the FIFO parents roster. This must be done in writing, the month before, to <a href="mailto:ourplacerockingham@outlook.com">ourplacerockingham@outlook.com</a> . The days that will not be required have a 50% discount applied. The remaining days are charged as normal, regardless of attendance. If notice is not given the month before, all bookings will remain in place and be charged at full fees regardless of attendance. A roster from your employer must be provided each month, confirming your official rotation. Our Place will not discount more than 50% of a reserved booking. Additional annual leave taken on top of the FIFO rotation, is not eligible for the 50% discount, but is eligible for a 20% holiday discount.
<b>Absence due to illness</b>	No discount	The discount for illness has been discontinued, due to the difficulty in effectively applying it and the lack of take up from families. We have instead redirected this to the Holiday discount, doubling it to 20%.
<b>Public Holidays</b>	No discount	Whilst Our Place is closed on all gazetted public holidays, fees will still be payable if your child's regular booking falls on a public holiday. This is owing to the fact, that staff must still be paid.
<b>Pupil Free Days</b>	Fees may still apply.	OSHC children do not pay for pupil free days scheduled by your child's school, as long as, you provide two weeks' notice. If you do not provide two weeks notices, fees will still apply. Unfortunately, Our Place OSHC cannot be responsible for checking each school's pupil free days, as they are all very different.
<b>Late Pick-up fees</b>	The next session fee will apply OR \$15 per ¼ hour	If you are going to be late, please notify the centre as soon as possible, if there is availability, sessions can be extended. For example, if you are booked 9am-3pm and are going to be late, the 8am-4pm session can be charged, and so on. However, after 7:00pm, \$15 per quarter hour or part thereof, will apply, for each child.
<b>Notification of change or cancellation of booking.</b>	N/A	Two weeks' notice is required to cancel a booking that has been made for a weekday and four weeks' notice is required to cancel a booking made for a weekend. Two weeks' notice is required to change a booking on any day, however, if there is availability this may be waved, provided it does not change staffing requirements. This does not include changing a weekend booking to a weekday booking.
<b>Fee Reviews</b>	N/A	Our Place OSHC & Pre-Kindy reviews the fee structure and conditions six monthly, at the change of financial and calendar year. An updated fee schedule will be made available on our website. Two months' notice will be provided for changes happening outside this schedule.