



St Martin de Porres School

OSHC/Vacation Care Fees for 2018

POLICY SUMMARY STATEMENT

The St Martin de Porres Out of School Hours Care program aims to provide a quality service to families at an affordable price.

- Fee levels will be set by the OSHC Advisory Committee each year upon completion of the annual budget and will be monitored throughout the year.
- Details of an individual's account will be confidential and stored appropriately.

OSHC : Session times and Fees as of January 2018

| | | |
|--------------------|----------------|---------|
| Before School Care | 7.00am-9.00am | \$13.00 |
| No Booking | | \$15.00 |
| After School Care | 3.20pm-6.20pm | \$20.00 |
| No booking | | \$25.00 |
| Early Finish Days | 12.30pm-6.20pm | \$35.00 |
| No booking | | \$40.00 |
| Pupil Free Day | 7.00am-6.00pm. | \$55.00 |
| No Booking | | \$60.00 |

Bookings

Am: bookings need to be made by **6.00pm** the previous night.

Pm: bookings need to be made by **1.00 pm** on the required day

Pupil Free: bookings need to be made by **9.00am** on the previous working day.

No OSHC Booking

To ensure we do not breach the regulations students without a booking will be only be accepted if spaces are available and the increased fee will apply.

OSHC Cancellations

24 hours' notice (working days) Monday to Friday must be given to cancel a booking

Am session: previous working day by **9.00 am**

Pm session: previous working day by **6.00 pm**. (including early finish)

Pupil free days: need to be cancelled by **9.00am** on the previous working day

Vacation Care: Session times and Fees as of January 2018

| | | |
|---------------------------|------------------------|----------------|
| Vacation care (per day) | 7.00am - 6.00pm | \$60.00 |
| Early Bird Booking | 7.00am - 6.00pm | \$55.00 |

(Early Bird bookings: discount will only apply to sessions that are booked before the due date outlined each holidays, any additional or late bookings will be charged at full fee)

Vacation Care Cancellations

No cancellations or changes will accepted after the last day of term.

Any additional bookings will charged the full fee.

OSHC and Vacation Care Information

Late Pick Up

A late fee of \$10.00 per 10 minutes or part of will be charged for late collection after 6.20pm OSHC and 6.00pm Vacation Care & Pupil Free Days, followed by \$1 per minute until collection.

Registration Fee

A registration fee of \$25.00 will be debited annually to each family to cover account keeping costs for the year. Temporary enrolments during Term 4 will incur a \$10.00 registration fee.

Child Care Benefit

- Families can phone the Family Assistance Office to confirm their Customer Reference Number for the enrolling parent and each child.
- **CCB & CCR** can only be deducted from fees if the centre has both child and parent customer reference numbers (CRN) and is arranged with the Family Assistance Office.
- **As of July 2018 the New CCS package will be implemented.**
<https://www.education.gov.au/ChildCarePackage>

Payment of Fees

- All families must sign the enrolment form to commence the care program.
- All fees due must be paid within 2 weeks of accounts being issued
- Payment Methods: EFTPOS, Direct Debit ,QKR!, cash and cheque (made out to St Martin De Porres) are accepted
- EFTPOS (no Amex or Diners club cards accepted) minimum charge of \$20.00.

If you are having difficulty paying fees, please contact us as soon as possible

Ph: 83218308.