



Fees and Charges 2023

Kindergarten Preparatory Program, Carinya Gunnedah

The Kindergarten Preparatory Program is a school readiness program run by Carinya Christian School. The program is not registered as an Approved Child Care Service, even though it looks very much the same.

The Kindergarten Preparatory Program only runs for school term weeks (generally 37 weeks of the year) and for that reason cannot be registered as a Centre Based Day Care. The vast majority of students who attend the program continue into Kindergarten at Carinya.

As the program is not registered as an Approved Child Care Service, parents are not able to access the Child Care Subsidy to assist with the payment of fees. However, the Board strives to keep the fees for the program to a minimum to ensure the total cost to parents is comparable.

2023 Fees

Fees for Carinya Gunnedah's Kindergarten Preparatory (Prep) Program are based upon **\$30.00 per day**.

The Prep Program is available for a maximum of 2 days per week in Gumnuts (Mon-Tues) and 3 days per week in Prep (Wed-Fri), both over the five day week period. At the time of enrolment, parents are to nominate which days of the week their child is to attend. It is assumed that enrolment will remain continuous throughout the the year unless the necessary notice is provided.

	1 Day	2 Days	3 Days
Term 1 (9 Weeks)	\$270	\$540	\$810
Term 2 (9 Weeks)	\$270	\$540	\$810
Term 3 (10 Weeks)	\$300	\$600	\$900
Term 4 (9 Weeks)	\$270	\$540	\$810
Annually (37 Weeks)	\$1,110	\$2,220	\$3,330

Prep to Kindergarten Rebate

Families whose children are enrolled in the 2023 Prep Program, and continue into Kindergarten at Carinya in 2024, will receive a 50% rebate of the total Prep fees paid in 2023. This rebate will be applied directly to the family's School Fees Account at the start of the 2024 school year to reduce the Total Annual Fees due for that year. The rebate applied cannot be greater than the total 2024 school fees. Where a student leaves Kindergarten prior to the conclusion of Term 3 2024, the rebate will be removed.

Adjusting Days Attended

Parents are welcome to enquire at any time if they wish to permanently swap or increase the days their child is attending. The ability for change to be accommodated cannot be guaranteed and is dependent upon the number of students attending on any given day. Parents who wish to reduce the days their child is attending must provide notice as per the conditions outlined within, regarding the termination of enrolment.

Casual Days

Parents are welcome to enrol their child for additional casual days in the Prep Program, but must do so at least one week in advance by contacting the School Office. Casual days are charged at the standard daily rate and must be paid for prior to the day being taken. The availability of casual days is not guaranteed and is dependent upon the number of students attending (or due to be absent) on any given day.

Make Up Days

When a student is **absent for a reason other than sickness**, and one week's advance notice has been provided to the School Office, parents may elect to make up the missed day. The availability of make up days is not guaranteed and is dependent upon the number of students attending (or due to be absent) on any given day.

Make up days must be used within six weeks of the absence (and within the current year), and credit cannot be provided for days not used.



Carinya

CHRISTIAN SCHOOL
From Christ and For Him

Fees and Charges 2023

Kindergarten Preparatory Program, Carinya Gunnedah

Fee Payment Policy - Where other Children are Enrolled in K-12

Where families have other children enrolled in Kindergarten to Year 12, payment for Prep fees can be made as per the Kindergarten to Year 12 Fee Payment Policy.

Fee Payment Policy - Kindergarten Preparatory Program Enrolment ONLY

Where families use the TASS Parent Lounge to establish and schedule payments, they are welcome to set up payments using the options available. Where families pay via another payment method, fees **must be paid two weeks in advance**, via either an annual, quarterly, or fortnightly payment. The first payment is due before the child commences in the program.

Annual Invoice - Total family fees are invoiced annually at the start of the calendar year, or when a student commences in the program.

TASS Parent Lounge - Annual invoices are published to the Parent Lounge. Within the Parent Lounge families are able to establish Payment Schedules using either Direct Debit or Credit Card.

Payment Methods - Direct Debit or Credit Card deductions via the TASS Parent Lounge are preferred, but Direct Deposits, Cash, Cheque, and Centrepay deductions are also accepted.

Failed Payment Fees - Please note that a \$15.00 failed payment fee will be applied to unsuccessful TASS Parent Lounge payment schedules. Parents have control over their payment schedules in TASS and are expected to manage them in accordance with their own requirements.

Difficulty Paying Fees Families experiencing difficulties with fee payments should contact the Assistant Business Manager at the school office to discuss their situation as soon as a problem arises. All discussions are strictly confidential.

Overdue Fees It is the responsibility of families to make contact with the Accounts Office if they are unable to meet their fee obligations and school fees are overdue. In the absence of communication, the Accounts Office will seek to make contact with families to ascertain the status of fee payments and discuss options to address issues which exist.

If school fee accounts remain overdue, and no arrangement is in place, the enrolment of students will be withdrawn from the Prep Program to prevent the accumulation of a debt on the account.

Following the withdrawal of enrolment, accounts which remain outstanding will be referred to the school's collection agency for management.

Withdrawal of Enrolment: Notice Requirements

During the School Year - 9 school term weeks' notice in writing is required prior to the withdrawal of children from the program. When this is not provided, parents will be charged fees in lieu of the amount of notice not received.

Withdrawn Without Notice - fees are charged for an additional 9 school term weeks.

Withdrawn with Partial Notice - if 2 weeks' notice is provided, fees will be charged for an additional 7 school term weeks.

Exceptions - It is recognised that in some circumstances, it is not possible to give notice and consideration may be given upon written application to The Board.

Notice of Withdrawal: Prep into Kindergarten

It is expected that students enrolled in the Prep Program will transition into Kindergarten. Notice of Withdrawal must be given to the school at least one term prior to the commencement of the school year. This means parents must notify the school by the end of Term 3. If a student is withdrawn any time after this, fees will be charged as per the policy stated above.

Variations to this Policy Given that all charges are kept to a minimum, The Board reserves the right to change the tuition fees, levies and conditions whenever appropriate.