

## 2020 Tuition Fees & Out of School Hours Fees

Updated December 2019

Program	Days	Time	Per Session	Per Term	Per Annum	Application Fee ^	Placement Fee *	Note	
<b>Under 3 (Birth – 3 Years)</b>									
NIDO	Tu	9am-10.30am		\$425	\$1,700	\$140	N/A	a)	
Parent & Child	Tu	9.15am-11.30am		\$500	\$2,000	\$140	N/A	b)	
Toddler: Half Day	W-F	8.30am-12noon		\$2,518	\$10,072	\$140	\$1,900	c)	
Toddler: Full Day	W-F	8.30am-3.45pm		\$3,929	\$15,716	\$140	\$1,900	d)	
Midday Care	W-F	12.15pm-3.45pm	\$60					e)	
<b>Pre-Primary (3 – 6 Years)</b>									
Half Day	M-F	8.30am-12:30pm		\$3,846	\$15,384	\$140	\$1,900	f)	
Before Care (Perm)	M-F	7.30am-8:30am	\$10					g)	
Before Care (Casual)	M-F	7.30am-8:30am	\$18					g)	
Midday Care	M-F	12.30pm-3pm	\$35					h)	
Afternoon Care (P)	M-F	3pm-5.30pm	\$28					i)	
Afternoon Care (C)	M-F	3pm-5.30pm	\$38					i)	
3-4 years 3 Day	W-F	8:30am-5:30pm	\$125	\$3,386	\$13,544	\$140	\$1,900	j)	
3-4 years 5 Day	M-F	8.30am-5.30pm	\$125	\$5,643	\$22,572	\$140	\$1,900	j)	
<b>Lower – Upper Primary (6 – 12 Years)</b>									
Full Day	M-F	8:45am-3.15pm		\$3,961	\$15,844	\$140	\$1,900	k)	
Before Care (Perm)	M-F	7.30am-8:15am	\$10					l)	
Before Care (Casual)	M-F	7.30am-8:15am	\$18					l)	
Afternoon Care	M-F	3pm-6pm	<b>Extend is an external provider of this service</b>						m)

Where applicable, the fees stated above include GST. This schedule should be read in conjunction with the Explanatory Notes

^ Application Fee (per child) – required to place your child on our waitlist for one or more programs. Paid at time application is submitted. Non-refundable. Non-transferrable.

\* Placement Fee (per child) – required to accept your child's place once offered by FMS. Non-refundable and non-transferrable.

Sibling Discounts on Pre-Primary and Primary Tuition Fees Only: 2<sup>nd</sup> child (5%), 3<sup>rd</sup> child (10%), 4<sup>th</sup> child (20%), 5<sup>th</sup> + child (20%). Siblings must be enrolled concurrently to access discounts.

**Invoices for Tuition Fees will be issued in advance by the beginning of each term. Payment is compulsory via EziDebit (direct debit) payments. EziDebit instalment payments can be fortnightly or monthly, or a one off payment can be scheduled at the start of each term. Payment by Credit Card or EFT is only acceptable if payment is made in full within 7 days of the issue date of each invoice.**

## Other Fees & Contributions

Fee or Contribution	Per Child or Family	Per Term	Per Annum	Note
Membership (V)	Family		\$120	n)
Building Fund (V) (TD)	Family	\$300	\$1,200	o)
Activity Fee	Child			p)
- Preschool		\$30	\$120	
- Primary		\$160	\$640	
- Camps		@ cost	@ cost	
Stationery Fee (Primary Only)	Child		\$60	q)

(V) = voluntary (TD) = Tax Deductible

## Withdrawal of Enrolment

One full school term's notice of intent to withdraw from FMS must be made in writing to the Principal. In the event that a full school term's notice is not received, a full school term's fees will be invoiced and payable. For example, if

you wish to withdraw your child for Term 3, notice must be received by the last day of Term 1, prior to school holidays. If you wish to withdraw your child from Term 1 2021, notice must be received by the last day of Term 3 2020. For the avoidance of doubt, notice given at the beginning of a Term for the subsequent term is not considered a full term's notice and a full term's fees will be invoiced and payable in lieu of notice.

## Explanatory Notes

### 2020 Tuition Fees & Out of School Hours Fees

#### Under 3 (Birth – 3 Years)

- a) Program for children aged 3 months – 18 months (crawling), parent/guardian attends, Tuesdays 9am – 10.30am, FMS term time.
- b) Program for children aged 18 months – 3 years, parent/guardian attends, Tuesdays 9.15am – 11.30am, FMS term time.
- c) Half Day Program, 3 days a week, Wednesday – Friday, 8.30am – 12pm with last pick up at 12.15pm, FMS term time.
- d) Full Day Program, 3 days a week, Wednesday – Friday, 8.30am – 3.45pm, FMS term time.

The Under 3 programs referred to above are invoiced by term.

- e) Midday Care (optional, provided by FMS) = Wednesday – Friday, 12.15pm – 3.45pm, FMS term time.

FMS does not offer any Before or Afternoon Care (past 3.45pm) for Under 3s.

#### Pre-Primary (3 – 6 Years)

- f) Half Day Program 5 days a week, morning work cycle 8.30am – 11.30am, lunch and play 11.30am-12.30pm, last pick up at 12.30pm, FMS term time.
- g) Before Care (optional, provided by FMS) from 7.30am. At 8:30am your child will be supervised in their classroom ready for their work cycle to commence at 9am (FMS term time). Before Care will be offered as permanent/pre-booked places and casual places with differing fees. To gain a permanent/pre-booked place, the booking must be made at the beginning of the term for set days. Casual places may be available thereafter but cannot be guaranteed. For casual places, bookings can be made in Reception up to 4pm the prior day.
- h) Midday Care (optional, provided by FMS) = 12.30pm – 3pm with last pick up 3.15pm, FMS term time.
- i) Afternoon Care (optional, provided by FMS for 3-4 year olds) = 3pm – 5.30pm, term time. Provided by Extend (external provider, optional) for 5+ year olds.

Afternoon Care will be offered as permanent/pre-booked places and casual places with differing fees. To gain a permanent/pre-booked place, the booking must be made at the beginning of the term for set days. Casual places may be available thereafter but cannot be guaranteed. For casual places, bookings can be made in Reception up to 3pm the current day. Places are limited and casual bookings are not guaranteed.

Following your child turning 5 and transitioning to the Full Day Program, you will be charged the Primary term fee for all subsequent terms.

- j) The tuition fee for the 3 Day and 5 Day Program for 3 & 4 year olds within our Pre-Primary 3-6 Program will be issued in advance on a term by term (not day by day) basis. Term fees will not be pro-rated for partial weeks, public holidays, actual attendance, or varying drop off / collection times.

- If a child attends Before School Care, the current fee of \$10 per pre-booked session and \$18 per casual session for each child will be charged on an 'as used' basis, in addition to the 3 or 5 Day fee.

- Please contact the FMS accounts team if you would like a fee schedule to take to Centrelink to assist in ascertaining what your Child Care Subsidy entitlements may be under this fee arrangement.

### Lower – Upper Primary (6 – 12 Years)

k) Full Day Program (mandatory), 5 days a week, 8:45am – 3:15pm, (Doors open at 8.15am, work cycle including lunch and play 8.45am – 3.15pm), last pick up 3.30pm, FMS term time.

l) Before Care (optional, provided by FMS) = 7.30am. At 8:15am your child will be supervised in their classroom ready for their work cycle to commence at 8:45am (FMS term time). Before Care will be offered as permanent/pre-booked places and casual places with differing fees. To gain a permanent/pre-booked place, the booking must be made at the beginning of the term for set days. Casual places may be available thereafter but cannot be guaranteed. For casual places, bookings can be made in Reception up to 4pm the prior day.

m) Afternoon Care (optional, provided by Extend – external provider). FMS is not involved in the administration of this service. Please contact Extend on <https://www.lookedafter.com/dashboard/schools/FMS2087> for enrolments and bookings.

## Other Fees & Contributions

n) FMS membership is optional. It costs \$120 p.a. (payable on 1 January every year). Applications for membership must be in writing. Once approved by the Board of Directors, being a member entitles you to one vote at FMS annual general meetings and extraordinary meetings, and to stand for election to the governing Board.

o) Building Fund Contribution - families are encouraged to make a voluntary contribution to the Building Fund to assist with funding additions and improvements to our school's facilities. These donations are accepted by the Australian Taxation Office as fully tax deductible.

p) Activity Fees – these cover all compulsory activities encompassing internal and external class excursions, related transport, and Immersion Experience costs. These fees are invoiced each term, are non-refundable in the event of failure to participate, illness, or cessation of enrolment and are not pro-rated. Camp fees will be invoiced separately and at cost.

q) Stationery Fee – Primary students only – this covers all stationery used in class. A list of what this covers will be emailed to parents at the beginning of each term. No additional stationery items will be required for the year. This fee is an annual fee and will be included in Term 1 fee invoice.

## Other Notes

### Overseas Students

Overseas students not eligible for any Government subsidy will be charged higher Tuition Fees equivalent to the amount of Government subsidy available to Australian residents.

### Child Care Subsidy

FMS is a government approved child care services provider. From 2 July 2018, a new child care package came into effect across Australia, replacing the Child Care Benefit and Child Care Rebate. For more information please refer to <https://www.humanservices.gov.au/individuals/services/centrelink/child-care-subsidy>

### Complying Written Agreements (CWA)

In line with current legislation, all families are required to sign a CWA each year confirming their enrolment details, program session times, and associated fees. If a change in arrangement or program occurs mid-year, a new CWA must be signed. FMS will issue each family with a CWA as required.



### **Accounts in Arrears & Debt Recovery Costs**

Fees, charges and other amounts are payable by the due dates as specified by FMS. If fees and charges for any student are not paid when due and alternative arrangements have not been agreed, the student may not be allowed to continue in attendance at FMS until they have been paid in full. Extra activities are not available to students whose fees are in arrears.

FMS reserves the right to recover outstanding debts through an external debt collection agency. Families shall pay all costs associated with and incidental to recovering outstanding fees.

### **Changes to Fees**

FMS may alter these fees and the associated terms and conditions at any time by giving notice to the parents/caregivers in writing. Alterations will apply to current and future students and their parents/caregivers from the date of the notice.



## Frequently Asked Questions – FAQs

### **Q: What if my child starts at FMS after week 1 of a term – do my fees get pro-rated?**

Yes. If your child commences after week 1 of a term, your tuition fees may be pro-rated. Please contact the FMS accounts team to understand the pro-rata discount that will apply to your individual circumstances.

### **Q: Can I pay my child's Placement Fee and then use it towards future Tuition Fees?**

No. Your child's placement fee is non-transferrable and non-refundable.

### **Q: What program will my five year old child be in?**

The NSW Department of Education states that a child is considered Kindergarten age when the child turns 5 by 31<sup>st</sup> July that year. To clarify:

- A child who turned 5 in August 2019 will be considered to be of Kindergarten age at beginning of 2020 school year,
- A child who turned 5 in June 2019 will be considered to be Kindergarten age from the beginning of 2019.

Before your child's 5<sup>th</sup> birthday, the Director will discuss the option for your child to enter the full day program within the 3-6 cycle. The final decision will be based on your child's developmental readiness, interest and capability for more in-depth work and their ability to remain focused on the longer presentations that naturally occurs with maturity. Age is not the only determinant, occasionally children younger than 5 years old are ready for the full day program.

### **Q: What time do the classroom doors open before the work cycle commences?**

The Birth-3 and Pre-Primary 3-6 Classrooms doors open from 8:30am, with their work cycle commencing at 8:30am. The Primary Program (6-12 years) doors open at 8:15am with their work cycle commencing at 8:45am.

If your child is on school grounds when there is no supervision (e.g. before 8.15am / 8.30am in the morning), then the School's Duty of Care requires the child to be placed in our supervised OOSH programs and parents will subsequently be charged.

### **Q: What if I am late picking up my child?**

If you are late picking up your child they will be placed in FMS Midday Care, FMS Afternoon Care, or in the care of Extend (provider of outsourced service for 5+), depending on their age. The applicable casual fee for the entire additional session of care used will be charged and payable. If you collect your child after 3:45pm from our Toddler Full Day Program, a late fee will be charged.

To use the services of Extend, all children need to first be registered with Extend. We recommend registering for Extend when your child turns 5 to allow them to access this service if required. Please contact Extend on <https://www.lookedafter.com/dashboard/schools/FMS2087> for enrolments and bookings.

### **Q: Do I have to pay the Membership Fee?**

No, becoming a member and paying the membership fee is optional. Membership fees (\$120 p.a) are due on the 1<sup>st</sup> of January every year, along with a completed Application for Membership form.

### **Q: What are the benefits of the Building Fund?**

A strong Building Fund will enable us to proceed with planned capital projects to improve the school's current facilities, which will benefit both current students as well as future generations. Whilst donations are voluntary, the Board is suggesting an amount of \$1,200 per family p.a. to grow the fund sufficiently to provide for the planned expenditure.



As donors you are able to alter the amount you contribute, and we would like to remind you that all donations are tax deductible.

**Q: I don't know if I am eligible for the Government's Child Care Subsidy, what do I need to do?**

From 2 July 2018, a new child care package came into effect across Australia, replacing the Child Care Benefit and Child Care Rebate.

FMS is unable to apply for the Child Care Subsidy on your behalf, or advise on your individual circumstances.

For more information please refer to <https://www.humanservices.gov.au/individuals/services/centrelink/child-care-subsidy>.

**Q: Does FMS offer sibling discounts?**

Yes. If you have two or more children that attend FMS concurrently, the following sibling discounts are available on Pre-Primary and Primary Tuition Fees Only: 2<sup>nd</sup> child (5%), 3<sup>rd</sup> child (10%), 4<sup>th</sup> child (20%), 5<sup>th</sup> + child (20%).

**Q: I need to withdraw my child's enrolment, what do I need to do?**

One full school term's notice of intent to withdraw from FMS must be made in writing to the Principal. In the event that a full school term's notice is not received, a full school term's fees will be invoiced and payable. For example, if you wish to withdraw your child for Term 3, notice must be received by the last day of Term 1, prior to school holidays. If you wish to withdraw your child from Term 1 2021, notice must be received by the last day of Term 3 2020, prior to the school holidays. For the avoidance of doubt, notice given at the beginning of a Term for the subsequent term is not a full term's notice and a full term's fees will be invoiced and payable.