# 2015 FEE SCHEDULE – EARLY LEARNING
(Toddler Community)

## ENROLMENT FEES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee (per child) (Non-refundable)</td>
<td>$150</td>
<td>Required when submitting ‘Application for Enrolment Form’.</td>
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<tr>
<td>Enrolment Fee (per child) (Non-refundable)</td>
<td>$500</td>
<td>Payable on acceptance of offer.</td>
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<tr>
<td>Bond (per family) (Refundable)</td>
<td>$500</td>
<td>Payment is required within 14 days of written offer. The Bond will be refunded within three months upon one (1) month written notice of cancelling a place at the School, or upon transitioning to Cycle 1 – at which point the Primary School family bond will apply. (Please see the PVIMS Fee Schedule – 3 year olds) Parents are invited to donate the Bond to the School for use in Capital Works.</td>
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</table>

## PROGRAM FEES

<table>
<thead>
<tr>
<th>Program</th>
<th>Cancellation Policy</th>
<th>Fees (CCB &amp; CCR May Apply)</th>
</tr>
</thead>
</table>
| **Toddler Community Program**  | One (1) month’s cancellation notice is required in writing to the Principal and copied to the Business Manager when cancelling a booking in Early Learning. If a family fails to provide this notice, one (1) month’s fees will be charged in lieu of notice. | 50 Weeks per Year  
  *(Preference will be given to Full-Time enrolments)*  
  **Part-Time – 2 days per week** $207.36 ($103.68 per day)  
  **Part-Time – 3 days per week** $320 ($106.67 per day)  
  **Part-Time – 4 days per week** $410 ($102.50 per day)  
  **Full-Time – 5 days per week** $445 ($89.00 per day)  |
FEE INFORMATION, TERMS & CONDITIONS

Infant Community – for children aged 15 months to 3 years of age.

Fees – Payable for every permanent booked day, including the child’s sick days, family vacation days and incidental days of absence. Fees are due every 2 weeks, payable by every second Friday. An invoice will be issued one week before fees are due to be paid. A $2 late fee will be charged for each day fees are not paid.

Families will not be charged fees – over the Christmas closure period or on public holidays when Early Learning is closed.

Please note – any unpaid fees may risk your child’s enrolment.

HOW TO PAY INFANT COMMUNITY FEES

Parents can pay fees by cheque, EFTPOS, direct deposit, or Cash.

Cheques – to be made payable to Plenty Valley International Montessori School and can be submitted to Reception, or via Australia Post.

Credit Card / EFT – can be paid either in person or over the phone to Reception. (There is a 1.5% surcharge for Credit Card but not EFT).

Direct Deposit – BSB 124-001 / Account Number 22059635 (Please use your child’s full name as the reference).

All queries relating to Toddler Community fees should be directed to Early Learning Billing - 9438 3202.

HOURS OF OPERATION

Plenty Valley International Montessori School Early Learning is open 5 days per week between the hours of 7.00am until 6.30pm, (11.5 hours per day). As Plenty Valley International Montessori School Early Learning is licensed until 6.30pm, it is imperative that children be collected on time. Children collected after 6.30pm will incur a $5 per minute late fee. Families who continually collect their child/ren after 6.30pm will be referred to the School Principal.

Early Learning will be operating a minimum of 50 weeks in the calendar year and will remain open during the Term holiday periods and on School Curriculum Days. In the event of Code Red Total Fire Ban the School will be closed. Parents will be charged as normal for Code Red Total Fire Ban in order to cover staff salaries.

CHILD CARE BENEFIT (CCB) & CHILD CARE REBATE (CCR)

If applicable, families can claim CCB (Child Care Benefit) and CCR (Child Care Rebate) on fees. All families claiming benefits are allowed to be absent from Early Learning/Cycle 1 for 42 days per financial year without CCB and CCR being effected; this is referred to as ‘Allowable Absences’. These 42 absent days can be for any reason and will not require proof. Once families have been away from more than 42 days in a financial year, their CCB and CCR may be affected, and any further absent days will require written proof, such as a medical certificate. Parents are responsible for ensuring that the School has correct and up to date information regarding CCB and CCR. All fees remain payable by the parent until the CCB and/or CCR payment is received by the School, from the Government.

ORIENTATION

Early Learning children attending will have the opportunity to attend a minimum of two orientation sessions of 1 hour each. An adult is to remain with the child at all times. Fees will not be charged for orientation sessions.