POLICY

BACKGROUND

It is the aim of the school to make Christian Education accessible to as many families as possible, therefore fees are kept to an affordable level.

The school fees represent the total fees payable.

Books and text books will be provided to all students by the school. In Primary, items of school equipment such as pens, pencils, coloured pencils, rulers, geometrical instruments and the like, are provided by the school. In Secondary, such items of school equipment are tailored to the needs of each individual student, and are in general provided by parents.

Parents will be asked to provide those items of a more personal nature such as a recorder or calculator if required.

Parents will be held responsible for the cost of replacing equipment, text books or library books lost or damaged by their children beyond normal wear and tear.

The amount of school fees payable will be set by the board no later than the first of December for the following year.

FEE PAYMENT

Fees are payable in advance, and will normally be paid using one of the following options:

- By the year, prior to the start of first term. A discount, set by the Board, applies to the base fee when this option is chosen.
- By the term (quarterly), by the end of week two of each term.
- By the month.
- By fortnightly/ weekly by direct debit or BPAY.

Alternative options for payment may be discussed with the Business Manager.

Parents will normally pay in full all fees set by the Board. There may be occasions, however, due to a variety of circumstances such as unemployment or sickness when parents are unable to pay part of the set fees. In such cases, a part remission of fees may be granted, subject to the approval of the Board and the financial capacity
of the Association at the time. Please refer to the "Remission of Fees" policy for further details.

It is important that parents cooperate by paying all fees on time. A late fee of up to 10% may be charged if fees are not paid within thirty days of the due date. If fees are not paid within forty five days of the due date, and alternative arrangements have not been made with the Business Manager, the Board may engage the services of an outside agency to recover the outstanding debt and any associated costs. If the Board and the family are not able to come to a successful resolution of outstanding fees, then regrettably the continued enrolment of the children may not be possible.

ENROLMENT

Upon acceptance of a child enrolment at the school from K to 12 (not including Prep), parents are required to pay $400 fees in advance as a condition of the enrolment acceptance.

PART TIME SECONDARY STUDENTS

Part-time Senior Secondary students will pay fees in proportion to the number of units they undertake each year. The base number of units is set as follows:

- Year 11 - 12 units,
- Year 12 - 10 units.

DISTANCE EDUCATION FEES

Refer to the “External Education Providers Policy” for details.

TERMINATION OF ENROLMENT

Parents are required to give at least one term's notice of termination of enrolment (for K to 12) and in the case of Prep any reduction in enrolment, two weeks' notice must be given. Failure to do so will render them liable for the payment of one term's fees or 2 weeks fees for Prep. A request for consideration of mitigating circumstances may also be made to the Business Manager. Denial of the request must be authorised by the Board.

BREAKDOWN OF FEES

1. A Base Fee, based on a sliding scale according to the number of children in the family attending the school.
Illawarra Christian School
School Fees Policy

Four rates will apply:

- 1 child
- 2 children
- 3 children
- 4 or more children

2. A Grade Levy for each child.

Three rates will apply:

- Primary
- Junior secondary
- Senior secondary

3. A Secondary Elective Levy to be applied to those subjects which result in substantial material gains for students. The levy will be negotiated between school and parents prior to the item being selected.

4. A Senior Secondary Extension Subject levy to be applied per student for each extension subject provided which is outside of the normal Senior Secondary offering.

5. Points 1 to 4. Do not relate to Prep fees. Prep fees are based on a daily base rate.

Refer to annual Fee Schedule for a full list of the fees.