

St Joseph's Primary School Bardon



2019 Fees and Levies

	1 Child	2 Children	3 Children	4 Children
School Fee	1,195.00	1,730.00	2,265.00	2,550.00
Resource & Maintenance Levy	830.00	1,660.00	2,490.00	3,320.00
Stationery Levy	140.00	280.00	420.00	560.00
P&F Levy	100.00	100.00	100.00	100.00
Capital Levy	830.00	830.00	830.00	830.00
Total	3,095.00	4,600.00	6,105.00	7,360.00

In 2019, a stationery levy will be charged to all students. This levy replaces a book list often distributed by other schools and covers all classroom items for students such as writing instruments, exercise books, markers, rulers, glue, paint, art and craft etc. By ordering in bulk for all students we can obtain these items at cheaper cost which enables us to pass these savings on. It ensures that stationery items are standard across the school and saves time for our families who would otherwise have to source these items themselves.

Payment of Accounts

Accounts are issued at the beginning of each term and emailed to parents. Payment is due in full by the date shown on the account, that is within 14 days of issue. Families who are unable to meeting their financial obligations by the due date must contact the Finance Officer.

School Fees are charged in chronological order (ie. the eldest child is the 1st Child) and all siblings must be charged to the same account holders to be eligible for the 2nd, 3rd & 4th Child discount.

Additional Fees

School Camps

- Attendance will be charged on a per student basis for students in Year 4, 5 and 6. Camp Fees will be communicated to parents closer to the camp and invoiced on term fee statements

Prep Levy

- \$490 per prep student

Technology Levy

- \$185 per student in years 1-6

Device Levy

- \$380 per student in years 5 & 6 (Middle Years)

Voluntary Building Fund Donation

A voluntary, fully tax-deductible donation of \$50 per term is included on each of the term fee statements as a suggested amount. The school would be grateful for any contributions, both large or small to this fund to enable future development of our school facilities.



Uniforms

The School Uniform Policy can be found in the Parent Handbook. Uniforms are sold through Ashgrove Drapery.

Please note:

From time to time extra-curricular student activities/events may arise which may incur an additional charge. Parents will be advised in advance of the details and costs.

Methods of Payment – School Fees

- Online with MasterCard/Visa via BPoint through the school website or Parent Portal.
- EFTPOS – Debit and Credit Cards at the school office.
- BPAY
- Direct credit to our bank account
- Credit and Debit Card (MasterCard/Visa) via telephone contact with the school office
- Direct Debit Agreement from either a bank account or credit card

Please be advised that the school does not accept payments by cash.

Confirmation of Enrolment Fee

A **non-refundable** fee of \$300.00 per student will be charged when the enrolment of the student is confirmed. Upon commencement, the \$200 fee component of this charge will be credited to the first Statement of Fees issued.

Confirmation of Enrolment Fees can be paid directly by BPoint on our website, EFTPOS, direct credit to our bank account, or in person at the school office with a credit or debit card.

Late Fees

In fairness to families who pay their school fees regularly and on time, St Joseph's Bardon will follow up all overdue school fee accounts.

Where an Agreed Payment Plan is not in place, families with outstanding accounts on or after the due date stated on each fee notice will be contacted either by SMS, email and/or telephone.

Outstanding Fees

All fees must be fully paid by the due date. If no satisfactory arrangements have been made to settle accounts, St Joseph's Bardon may forward your account to a Debt Collection agency. In serious cases, where there is a clear capacity to pay outstanding fees, legal options may also be pursued.

All legal costs, direct debit rejection fees, and any debt collection costs or other costs incurred will be at the family's expense



Agreed Payment Plans

Families have the opportunity of paying their school fee account by regular instalments over the course of the year.

All Agreed Payment Plans will be arranged to include a regular schedule that will clear the school fee account by the 30th of November of each school year. Any extensions to an Agreed Payment Plan must be negotiated with the Principal and/or the Finance officer.

An Agreed Payment Plan can be established at any time during the school year. Forms are available on the school's website, parent portal, or directly from the office.

Concession Information

A fee concession is available for eligible families. This eligibility is available on the basis of a just and equitable formula reflecting financial hardship and is consistent with Brisbane Catholic Education guidelines.

An Application for Concession on Fees form can be obtained by contacting the Finance Officer. The granting of a fee concession is conditional on the family agreeing to the direct debit method of school fee payment. Fee concessions must be applied for annually.

Late Start Enrolment

New students entering St Joseph's Primary School, Bardon after the commencement of the term may be charged on a pro-rata basis for the remaining weeks of the term where appropriate at the Principal's discretion.

Withdrawal of Enrolment

Fees will be payable for the whole term in which the enrolment is terminated. For a reduction in fees a written request must be made to the Principal at the time of notification and may be granted at the Principal's discretion.

Student text books, library books, laptops and all accessories are to be returned to the School. If any fees remain outstanding, they will be payable as per the normal payment terms and where appropriate, any fees in credit will be refunded.

Extended Leave/Holding an Enrolment Place

Fees will be payable for the whole term in which extended leave is taken. For a reduction in fees a written request must be made to the Principal at the time of notification and may be granted at the Principal's discretion. Consideration will be given to the length of the break, the nature of the leave, the time the student has been at the school, the number of previous leave occurrences, and the existence of student waiting lists.

For further clarification regarding the above school fee and levy collection process, please contact the Principal, Mrs Fran Burke or School Finance Officer, Mrs Leanne Brook.