

# Hahndorf Preschool Fees Policy

Hahndorf Preschool is a school based preschool and is administered by the South Australian Government Department For Education (DFE). Fees and fundraising are fundamental to our preschool budget to ensure ongoing quality preschool education for the children attending. The fees are set by the Governing Council.

## Rationale

It is necessary that funds are raised in addition to the finances provided by DFE to cover service costs and provide resources and equipment for the children attending the preschool. Fees are therefore necessary for all children attending Hahndorf Preschool to assist with these expenses.

## Fee Policy Aims

The purpose of this policy is to:

- Provide a structure to allow fees to be paid.
- Allow flexibility in the payment of these fees.
- Raise funds to cover the expenses required to run the preschool and provide equipment and services for the children attending the preschool.

## FEE STRATEGIES

- Invoices for Preschool will be provided at the commencement of each year.
- Education fees are GST free.
- It is expected that fees will be paid termly or in regular payments, available via our Bpoint facility on our school/ preschool website.
- Invoice statement reminders are sent home regularly throughout the year.
- Families are invited to discuss any financial difficulty with admin staff.
- Receipts will be issued for cash/cheque payments. Families paying online will need to keep a record of their payments.
- All overdue bills will be followed up

## HOLDING FEE

If your child is going to be away from Preschool for a period of time, fee payment is still required to retain the child's place.

..

Ratified by Governing Council:

Review Date

## Fees per child are to be as follows:

Preschool (15 hours per week) \$120 (per term) = \$480 full year fee.

## PAYMENT METHODS

Payments can be made by either:

- BPoint via the school / preschool website  
<http://www.hahndorfps.sa.edu.au/>
- By person at the Front Office
  - Cheque
  - Cash
  - Eftpos

## COMMUNICATION/ CONSULTATION

- Parents will be made aware of this policy upon enrolment.
- This policy is available on our website and in our policy folder.
- This policy has been developed by the staff and ratified by Governing Council.
- This policy will be reviewed and modified as required to ensure continued relevance.

This policy is informed by:

The Department for Education: Preschool Contribution Instructions