



Fees policy

All figures include GST

Fee schedule for Morning sessions

8.30 am – 1pm

Number of days	
3 days	\$100.00 per week
4 days	\$130.00 per week
5 days	\$160.00 per week

Fee schedule for 2 – 3 year olds Full day sessions

8.30 – 4pm

Number of days:	
3 days	\$190.00 per week
4 days	\$240.00 per week
5 days	\$290.00 per week

Fee schedule for 3 - 6 year olds with ECE 20 hours subsidy

Full days 8.30 – 4pm

Number of days:	
3 days	\$180.00 per week
4 days	\$230.00 per week
5 days	\$280.00 per week

Enrolment / Withdrawal

- Minimum booking 3 days per week.
- Once a child is enrolled and confirmation of a start date is given, all booked sessions will be charged, regardless of whether a child attends or not.
- Upon confirmation of enrolment, you will be charged an admin fee of \$50 and 1week fee in advance to secure your place.
- Two weeks' notice is required if you are wanting to alter your child's schedule.
- Three weeks written notice is required if your child is leaving the Montessori. Fees are payable during this notice period.

Payments

- Automatic payment and internet banking are our preferred methods of payment as this minimises the amount of staff time required to process the payments.
- Fees are to be paid at least 1 week in advance. Failure to keep fees up to date may result in a child's enrolment being forfeited and the debt being passed on to a debt collection agency, for which the parent will be responsible for any associated costs incurred.
- WINZ childcare subsidies are available for fee assistance depending on the level of your total family income. Please talk to our staff regarding this. This subsidy is only part payment for fees and parents must meet the balance. Full fees will be charged until the Centre receives the WINZ subsidy.

Family Discount

- Where there are 2 or more children from the same family attending full time (4-5 days) at the Montessori, we will apply an overall family discount of 10%.

Holidays / Statutory Holidays / Sick Days / Absences

- Fees are charged when your child is absent due to sickness or other reasons.
- Fees will be charged for statutory holidays.
- No fees will be charged for the 2 weeks Montessori is closed over the Christmas period.
- Each child is entitled up to 10 days per calendar year at a reduced rate of 50% daily fees. Two weeks' notice must be given for this reduced rate.
- Children receiving 50% or more of their fees paid for through WINZ subsidies will be entitled to a discount up to the value of their weekly charge.

Review of Fees

- Fees will be reviewed every year on the 1st of June and parents will be given one month's notice of any fee changes.

Late Fees

- For children who are picked up after the centre's specified closing time, a late fee of \$1 per minute shall be payable directly to the staff member on duty.