



2023 Fees and Charges Information and Business Conditions
Subject to alteration

*Parents are requested to promptly advise the School of any changes to contact details,
including address and telephone numbers*

Application Form

Parents/Guardians make application for enrolment by completing an online Application for Admission Form and paying the Application Fee of \$55 (inclusive of GST). This fee covers administrative costs and is non-refundable. Payment of the Application Fee does not guarantee admission of a student to a place in the School.

Enrolment Fee

Admission of a student to a place in the School follows the successful completion of an interview, the acceptance of the Principal's offer of a place and the payment of a non-refundable Enrolment Fee of \$500 for the first child and \$250 for the second child, capped at \$750. For students entering Year 11 or Year 12, there is a 50% reduction in the Enrolment Fee. Payment of an Enrolment Fee is an undertaking to the School that the student will take up the place offered by the School and is non-refundable. Enrolment Fees are not tax deductible and not able to be offset against tuition fees.

Annual Fees 2023

Annual tuition fees are invoiced at the commencement of each academic year and there are several payment options available.

There has been a 2.9% increase to Tuition Fees in 2023.

Annual Tuition Fees for 2023

Pre-Kindergarten 1 day ¹	\$1,975.00
Pre-Kindergarten 2 days ¹	\$2,702.00
Kindergarten 3 days ²	\$2,494.00
Kindergarten 4 days ²	\$2,702.00
Pre-Primary - Year 6	\$2,598.00
Secondary (Year 7)	\$4,053.00
Secondary (Years 8 – 10)	\$4,677.00
Secondary (Years 11 – 12)	\$5,093.00

¹No Government funding received

²Partial Government funding received

Sibling Discounts

The following discount will apply against annual Tuition Fees:

- 10% Second student member of a family
- 20% Third student member of a family
- 30% Fourth and subsequent student members of a family

Sibling discounts are not applicable to Pre-Kindergarten students.

Other Charges (per annum)

Building Levy

\$440 per family (non-refundable)

Camps/Encounters (Cost TBC)

Year 5	\$375
Year 6	\$600
Year 7	\$450
Years 8 - 9	\$500
Year 10	\$550
Year 11 - 12	\$200

Camps/Encounters are charged at the beginning of each year and the above cost is the maximum charge incurred. Any surplus funds will be refunded to fee accounts.

P & F Levy

\$50 per family (non-refundable)

Primary Booklist

Kindergarten	\$170
Pre-Primary – Year 6	\$190

Service Levy

Pre-Kindergarten	\$110
Kindergarten 3 days	\$520
Kindergarten 4 days	\$540
Pre-Primary – Year 1	\$770
Primary (Years 2 – 6)	\$870
Secondary (Years 7 – 12)	\$970

Secondary Textbook Levy

(As per booklist)

Subject Levy

Options and Subjects/Courses in Years 9 – 12 (as per booklist).

Device Program

Cost is dependent upon academic year (eg Year 7) and device program. An estimate can be provided upon request.

Bus Service

(Costs on Application)

Instrumental and Vocal Tuition

(Costs on Application)

Payment Options

Annual	2% Discount on Tuition Fees. 1 payment due: 31 January 2023
Bi-Annual	1% Discount on Tuition Fees. 2 payments due: 31 January 2023 and 24 July 2023
Per Term	4 payments due: 31 January 2023, 26 April 2023, 24 July 2023 and 10 October 2023
Payment Plan	\$20 Administration Fee applies (BPay, Direct Debit or EFT Payments only) Payments made February to November: 10 monthly, 20 fortnightly or 40 weekly payments

Bpay and direct credits are accepted. Payment details are shown on the bottom of your invoice.

Payment by Credit Card will attract a 0.73% surcharge (fee is subject to change and is determined by our bank).

Please note that cash payments are no longer accepted at the School.

Split Bill Arrangement

The School offers a split bill arrangement for parents/guardians. For information, please contact the Assistant Business Manager. Please note that having a split bill arrangement does not affect the liability of the parties who signed the Enrolment Conditions of Acceptance Form.

Late / Non-Payment

Parents/Guardians who are unable to pay fees by the due date must contact the Assistant Business Manager to make alternative arrangements or apply to the Business Manager for an extension of payment terms. If arrangements have not been made and the account is not paid by the due date or the payment is dishonoured, a late payment fee of \$15 will be incurred.

The School follows up all outstanding accounts with an interview with the Business Manager. Legal action for the recovery of outstanding fees is taken when school fees remain overdue. Costs, including commissions, fees and legal expenses are payable by the parent/guardian.

It is School Council policy that *No student may commence a new term unless all payments falling due under the chosen payment arrangement in the previous term have been made by the end of that term. The School will take into consideration special circumstances.*

All fees and charges are reviewed annually by School Council.

Secondary Assistance Scheme for students in Years 7 – 12: **\$115 – Clothing Allowance, \$235 – Educational Allowance (subject to change).**

A means tested assistance scheme administered by the Department of Education (WA) may be available to parents who hold eligible concession cards. It comprises an education program allowance and clothing allowance. Holders of a Centrelink Family Health Care Card, Centrelink Pensioner Concession Card or Veterans' Affairs Pensioner Concession Card **may be eligible**. The allowance is paid up to and including the year the student turns 18 years of age. **Application forms are available from Administration and must be submitted by the end of Term 1, 6 April 2023.**

Financial Assistance

Temporary financial assistance in the form of a discount against fees may be available when families experience short-term financial difficulty. If these circumstances arise, parents/guardians should make an appointment with the Business Manager in the first instance. A recommendation will be made to School Council. Such matters are treated in the strictest confidence.

Bursaries and Scholarships

The School offers Bursaries and Academic Scholarships. Applications for 2024 will be invited through the School newsletter and social media in Semester 1. Please contact the Marketing and Community Engagement Office for more information.

Leave / Absence from the School

The School does not condone leave for holidays during term time. Leave for exceptional circumstances may be obtained by written application to the Principal. No reduction of fees will be made because of absence from the School, as costs incurred in maintaining the School are not lessened by the temporary absence of individual students.

Insurance

Personal accident insurance is provided for all students of the School. Details are available from the Assistant Business Manager. The School does not accept responsibility for theft or damage to personal effects and property damage incurred by students.

Notice of Withdrawal

The Principal must be given **a full term's notice in writing** prior to the withdrawal of a student from the School. In default of such notice, 50% of a term's Tuition Fees will be charged.

Re-Enrolment Fee

A re-enrolment fee of \$250 per family will be charged prior to acceptance of re-enrolment.

Contact Us - Finance Department 2023

Mr Derek Heatherly, Business Manager
Mrs Karen Hildebrandt, Assistant Business Manager
Mrs Blanaid Joncour, Finance Officer
Mrs Sonja Morfitt, Business Manager's Secretary