

Barlu Kurli Preschool Procedure



Payment of fees

Reviewed: February 2019

Education and care services regulation/s	NSW Department of Education policy, procedure or guidelines	Preschool Handbook reference	School policy or procedure, where applicable
<p><u>Regulation 168(2)(n)</u></p>	<p><u>Preschool Class Fees in Government Schools Policy PD/2011/0423/V01</u> outlines the principles governing the collection of fees, fee relief and/or fee exemption</p> <p><u>Finance in schools handbook (FISH)</u></p> <p><u>Preschool fee schedule</u> outlines the daily fees for all department preschools.</p>		
<p><u><i>Preschool Class Fees in Government Schools:</i></u></p> <p>The 'Preschool Class Fees in Government Schools' policy applies to all NSW Government preschool classes from the beginning of the 2012 school year (27 January 2012). It outlines the general principles governing the fees processes, information on collecting fees, fee relief and/or exemption. The NSW Department of Education and Communities operates preschool classes in 100 government schools. These classes were established to provide a preschool education for children one year before school entry in areas of disadvantage with a particular focus on children:</p> <ul style="list-style-type: none"> ● Living in low socio-economic circumstances; ● Who are refugees or from culturally and linguistically diverse backgrounds; ● With disabilities; 			

- Who are Aboriginal. In line with the Preschool Enrolment Policy schools are required to provide priority to the neediest children in the local community who are unable to access other early childhood services.

However, at Barlu Kurli Preschool at the discretion of the Principal a full fee exemption is currently in place based on these guidelines;

- All children attending preschool classes in schools with an ICSEA value of less than 699 will be fee exempt.
- In addition, in exceptional circumstances, the principal will be able to exercise his/her discretion and grant a full fee exemption where the child would not otherwise be able to attend.
- Public school preschools serving the most disadvantaged communities in NSW will not charge preschool fees.

User guide for annual review and updating of this LP - Some points to address are;

- State the full daily fee, plus the fee for holders of a current Commonwealth health care card (for low income families), and/or Aboriginal and Torres Strait Islander children.
- For a preschool child covered by a current health care card on the first day of each term the school should invoice the whole term at the health care card rate, irrespective of the expiry date. The new card should be viewed before the start of the next term.
- How and when do families receive their invoice?
- Are voluntary fees also charged?
- What are your procedures for a fee exemption?
- What do you do if a family doesn't pay their fees? Note- fees are legally enforceable; however, there are provisions for fee relief and fee exemptions, at the principal's discretion.
- There is not a requirement to reduce fees in the case of absence due to sickness.
- Do you still charge fees if a family is taking an extended holiday and want their child's place held?