

## TERMS and CONDITIONS

Pioneer Village School is committed to providing your children with a quality education that encompasses the philosophy and aims of our school. In order to maintain the high standard of our educational programs and to ensure a quality learning environment for students, our fees are set after taking into account the anticipated level of State and Commonwealth Government Grants. An annual invoice will be issued prior to the start of Term 1. The school offers alternative payment arrangements for families. In order to pay by one of the alternative payment options, you must advise the school in writing before the start of Term 1. You may change your arrangement by writing to the Business Manager.

## APPLICATION AND ENROLMENT FEES

### Application Fee

Parents/Guardians can register their child/ren at Pioneer Village School by completing the Application form. To commence the enrolment process, a non-refundable fee is payable. This fee does not guarantee a placement at PVS.

### Family Enrolment Fee

A non-refundable confirmation enrolment fee must be paid to secure a place at PVS. This is a once-only enrolment fee for your family.

## ADMINISTRATION FEE

To reflect the increased cost to the school of managing ad-hoc payment arrangements, an administration fee of \$100 will be charged to any families not signed up to PaySmart or paying in full before the 15<sup>th</sup> February, 2020.

## FAMILY CONCESSIONS AND GENEROUS SIBLING DISCOUNTS

The eldest child enrolled at Pioneer Village School will attract the full annual tuition fee and all levies (general and family).

Where a family has two children currently enrolled, then we will apply a 15% discount to the tuition fee component of the second child. (General levies still apply at the full rate).

Where a family has three or more children currently enrolled at Pioneer Village School, then a 100% discount applies to the tuition fee component for the third (and subsequent) child/ren. (General levies still apply at the full rate).

In addition, families who pay full fees **by 15<sup>th</sup> February 2020** will receive a 5% discount on tuition component of fees.

	Second child	Third Child
	<b>15%</b>	<b>100%</b>
K3	-\$327	-\$2,180
K4	-\$393	-\$2,625
PP to Year 6	-\$588	-\$3,920

## LEVIES

### Capital Levy

The school Capital Levy assists with the cost of building maintenance programs. It also contributes toward future building projects. It is an annual fee, paid per family.

### Amenities Levy

This includes the school annual and costs associated with numerous testing requirements undertaken during the year, paid per family.

### Resource Levy

Resource fees may be increased annually to meet costs associated with the provision of educational opportunities and materials provided by external companies.

K3-Yr6 Student insurance/materials/excursions/incursions

PP-Yr6 Dancing, Swimming and Computer Levy

### P&F Levy

This has been included to assist our Parents and Friends Committee to raise funds for our children.

### Year 6 Camp

For Year 6 students only, the annual Camp Fee is charged to your account.

## BOOKLIST

From 2020 all stationery and supplies will be purchased by the school on your behalf. A booklist levy will be charged to your school fees account.

## PAYMENT OPTIONS FOR 2020

A single annual invoice will be prepared prior to the commencement of Term 1 in 2020.

Unless paying annual fees in full at the beginning of the year, the preferred payment method is by direct debit through the School's provider (**PaySmart**). A PaySmart form can be accessed, completed and submitted directly from the school's website or a hardcopy may be collected from the Office. Please return the form by the 4<sup>th</sup> February 2020.

The following payment frequency options are available through PaySmart.

### **1. Annual**

One payment processed by 15<sup>th</sup> February will receive a 5% discount on tuition fees.

The following payment frequency options can be settled by PaySmart Direct Debit.

### **2. Termly Payments**

Four (4) equal payments, processed as follows:

1<sup>st</sup> direct debit – Term 1

2<sup>nd</sup> direct debit – Term 2

3<sup>rd</sup> direct debit – Term 3

4<sup>th</sup> direct debit – Term 4

### **3. Monthly Payments**

Set up as 10 monthly payments, to be payable each month from February to November.

### **4. Fortnightly Payments**

20 fortnightly equal instalments payable from start of February to the 7<sup>th</sup> November, 2020.

## FEES NOT PAID

**All fees are required to be finalised by 7<sup>th</sup> November 2020**, using an agreed payment option.

The school reserves the right to take legal action for the recovery of fees not paid. Any expenses, costs or disbursements incurred by the school in recovering any outstanding monies, including debt collection agency fees and solicitors costs, may be charged to the account. Students may not be permitted to commence a new term unless outstanding accounts have been paid or a special arrangement has been made with the school's Business Manager.

## FINANCIAL SUPPORT

Families in genuine financial hardship may obtain apply for limited financial assistance from the school's Business Manager. Families are required to re-apply for consideration annually. Fee assistance is confidential.

## ABSENCE FROM THE SCHOOL

The school does allow leave for holidays during regular school time. Under exceptional circumstances, parents may apply in writing to the Principal. However, no reduction of fees will be applied due to absence from the school.

## NOTICE OF WITHDRAWAL

Families withdrawing from the school are required to give a full term's notice **in writing** to the Principal (without exception). If the required notice is not forthcoming, the family will have to pay an additional full Term's tuition fees.