

FEE POLICY

OCEAN SHORES PRESCHOOL INC

Ocean Shores Preschool Inc is a not-for-profit organisation. All fees are directly distributed towards the running and maintenance costs incurred by the preschool. The management committee in consultation with the Nominated Supervisor and the Clerk strive to keep fees to a minimum to enable access to our preschool service by all members of the community.

An Annual Membership fee is payable upon receipt of the child's application for enrolment. This amount is reviewed at the end of each school year.

Attendance fees are calculated on a daily basis each term and are payable for each day the preschool is open; including sick days the child may take.

There are two fee levels:

- 1) Health Care Card Holders
- 2) Non Health Care Card Holders

This card must be current and a copy provided to the preschool with the enrolment form.

Fees are determined at the end of each school year for the following year. The fees are also reviewed during the school year and may be changed to ensure budget is viable and the preschool does not run at a loss.

Fee payments are to be paid two weeks in advance by Direct Debit Friday Fortnightly or Term Fees paid in full by Week Two. If this payment is not paid you will be notified and if fees are not up to date by next fortnightly payment your child's place will be in jeopardy which means your child's place will be given to another child on the waiting list.

Two weeks' notice shall be given upon the withdrawal of your child from preschool. If this notice is not given, an additional two weeks' fees will be charged.