PURPOSE
This policy will provide clear guidelines for:

- the setting, payment and collection of fees
- ensuring the viability of Plenty Kids Early Learning Centre, by setting appropriate fees and charges
- the equitable and non-discriminatory application of fees across the programs provided by Plenty Kids Early Learning Centre.

POLICY STATEMENT

1. VALUES
Plenty Kids Early Learning Centre is committed to:

- providing responsible financial management of the service, including establishing fees that will result in a financially viable service, while keeping user fees at the lowest possible level
- providing a fair and manageable system for dealing with non-payment and/or inability to pay fees/outstanding debts
- maintaining confidentiality in relation to the financial circumstances of parents/guardians
- advising users of the service about program funding, including government support and fees to be paid by parents/guardians
- providing equitable access for families eligible for the Kindergarten Fee Subsidy.

2. SCOPE
This policy applies to the Approved Provider, Nominated Supervisor, Certified Supervisor, educators and parents/guardians with an enrolled child, or who wish to enrol a child at Plenty Kids Early Learning Centre.

3. BACKGROUND AND LEGISLATION

Background
The Department of Education and Training (DET) provides per capita funding as a contribution towards the costs of the four-year-old kindergarten program. Income from other sources, primarily fees, is required to meet all the additional costs incurred by the service in the delivery of the children’s program. In addition, the Kindergarten Fee Subsidy (refer to Definitions) enables eligible families to attend the four-year-old kindergarten program at minimal or no cost.

DET also funds eligible three-year-old Aboriginal and Torres Strait Islander children, and children known to Child Protection, to access kindergarten programs as outlined in The Kindergarten Guide (refer to Sources).

DET requires that funded services have a comprehensive written fees policy in place, and the content of this policy must be communicated to families. The policy must include a written statement about the fees to be charged, as required under Regulation 168(2)(n), and the payment process. All families must be informed of applicable term and annual fees at the time of enrolment. Services must also advise eligible families of the Kindergarten Fee Subsidy arrangements. The fees charged must comply with the Kindergarten Fee Subsidy – Fees Policy (refer to Definitions), and be responsive to the local community and the viability of the service. The Kindergarten Guide (refer to Sources) outlines the criteria to be covered in the policy.

Legislation and standards
Relevant legislation and standards include but are not limited to:
4. DEFINITIONS

The terms defined in this section relate specifically to this policy. For commonly used terms e.g. Approved Provider, Nominated Supervisor, Regulatory Authority etc. refer to the General Definitions section of this manual.

Approved care: Care given by a service provider that has been approved by the Family Assistance Office to receive Child Care Benefit payments on behalf of eligible families. Most long day care, family day care, before-and-after school care, vacation care, some occasional care and some in-home care childcare services are approved providers. Details are available at: www.humanservices.gov.au/customer/services/centrelink/child-care-benefit

Building Fund Payment: A voluntary, tax deductible donation that goes towards maintaining and upgrading the college facilities.

Child Care subsidy (CCS): is the main way the Government assists families with their child care fees. The Child Care Subsidy that commenced on 2 July 2018: replaced the Child Care Benefit (CCB) and Child Care Rebate (CCR) with a single, means-tested subsidy https://www.education.gov.au/child-care-subsidy-0.

Early Start Kindergarten: A funding program that enables three-year-old Aboriginal and Torres Strait Islander children, and children known to Child Protection to attend a kindergarten program that is planned and delivered by an early childhood teacher for a specific number of hours. Details are available at: http://www.education.vic.gov.au/about/programs/learningdev/Pages/default.aspx

Enrolment fee: A payment to cover administrative costs associated with the processing of a child’s enrolment application for a place in a program at the service. A once only non-refundable enrolment fee of $500.00 (for new families) that is payable upon acceptance of offer.

Excursion/service event charge: An additional charge required to meet the cost of special events or excursions that occur in response to emerging children’s program needs. Events that are planned ahead and are included as an expenditure item in the service’s budget do not incur this additional charge (refer to Excursions and Service Events Policy).

Fees: A charge for a place within a program at the service.


Kindergarten Fee Subsidy (KFS): A state government subsidy paid directly to the funded service to enable eligible families to attend a funded kindergarten program at no cost (or minimal cost) to promote participation. Details, eligibility requirements and a calculator, are available in The Kindergarten Guide (refer to Sources).

Kindergarten Fee Subsidy – Fees Policy: Provides operational guidelines for services administering the Kindergarten Fee Subsidy and can be found in The Kindergarten Guide (refer to Sources).
Late collection charge: A charge that may be imposed by the Approved Provider when parents/guardians are late to collect their child/children from the program (refer to Attachment 1 – Fee information for families).

5. SOURCES AND RELATED POLICIES

Sources
- The constitution of Plenty Valley Christian College (PVCC)

Service policies
- Complaints and Grievances Policy
- Delivery and Collection of Children Policy
- Enrolment and Orientation Policy
- Excursions and Service Events Policy
- Inclusion and Equity Policy
- Privacy and Confidentiality Policy

PROCEDURES

The Approved Provider is responsible for:

- reviewing the current budget to determine fee income requirements
- developing a fee policy that balances the parent's/guardian's capacity to pay, with providing a high-quality program and maintaining service viability
- implementing and reviewing this policy in consultation with parents/guardians, the Nominated Supervisor and staff, and in line with the requirements of DET’s *The Kindergarten Guide* (refer to Sources)
- ensuring that this policy is based on the principles of the *Kindergarten Fee Subsidy – Fees Policy* (refer to Definitions)
- considering any issues regarding fees that may be a barrier to families enrolling at Plenty Kids Early Learning Centre and removing those barriers wherever possible
- reviewing the number of families experiencing financial hardship and the effectiveness of the procedures for late payment and support offered
- considering options for payment when affordability is an issue for families
- clearly communicating this policy and payment options to families in a culturally-sensitive way, and in the family’s first language where possible
- providing all parents/guardians with a copy of the document containing fee information for families (refer to Attachment 1)
- providing all parents/guardians with a statement of fees and charges (refer to samples in Attachments 2 and 3) upon enrolment of their child, and ensure that the *Fees Policy* is readily accessible at the service (Regulation 171)
- providing all parents/guardians with a fee payment agreement (refer to samples in Attachments 3 and 4)
- collecting and receipting all fees
- collecting all relevant information and maintaining relevant documentation regarding those with entitlement to concessions, where applicable
- complying with the service’s *Privacy and Confidentiality Policy* regarding financial and other information received, including in relation to the payment/non-payment of fees
- notifying parents/guardians within 14 days of any proposed changes to the fees charged or the way in which the fees are collected (Regulation 172(2))
- ensuring a notice outlining fees charged by the service is displayed prominently in the main entrance to Plenty Kids Early Learning Centre.

The Nominated Supervisor is responsible for:

- assisting the Approved Provider in developing this policy, and ensuring that this policy is based on the principles of the *Kindergarten Fee Subsidy – Fees Policy* (refer to Definitions)
- implementing and reviewing this policy, in consultation with parents/guardians, the Approved Provider and staff, and in line with the requirements of DET’s *The Kindergarten Guide* (refer to Sources)
- considering any issues regarding fees that may be a barrier to families enrolling at Plenty Kids Early Learning Centre and removing those barriers wherever possible
- considering options for payment when affordability is an issue for families
- communicating this policy and payment options to families in a culturally-sensitive way and in the family’s first language where possible
• providing all parents/guardians with a copy of the document containing fee information for families (refer to Attachment 1)
• providing all parents/guardians with a statement of fees and charges (refer to samples in Attachments 2) upon enrolment of their child, and ensure that the Fees Policy is readily accessible at the service
• providing all parents/guardians with a fee payment agreement (refer to samples in Attachments 3 and 4)
• collecting all relevant information and maintaining relevant documents regarding those with entitlement to concessions, where applicable
• complying with the service’s Privacy and Confidentiality Policy regarding financial and other information received, including in relation to the payment/non-payment of fees
• notifying parents/guardians within 14 days of any proposed changes to the fees charged or the way in which the fees are collected
• ensuring a notice outlining fees charged by the service is displayed prominently in the main entrance to Plenty Kids Early Learning Centre.

Certified Supervisors and other educators are responsible for:
• informing the Approved Provider of any complaints or concerns that have been raised regarding fees at the service
• referring parents'/guardian's' questions in relation to this policy to the Approved Provider
• assisting the Approved Provider, as required, in sightig supporting documentation for access to the Kindergarten Fee Subsidy.

Parents/guardians are responsible for:
• reading the Plenty Kids Early Learning Centre Fee information for families (refer to Attachment 1), the Fee Payment Agreement (refer to Attachments 4 and 5) and the Statement of Fees and Charges (refer to Attachments 2 and 3)
• signing and complying with the Fee Payment Agreement (refer to Attachments 4 and 5)
• notifying the Approved Provider if experiencing difficulties with the payment of fees
• providing the required documentation to enable the service to claim the Kindergarten Fee Subsidy for eligible families (refer to Attachment 1 – Fee information for families).

EVALUATION
In order to assess whether the values and purposes of the policy have been achieved, the Approved Provider will:
• regularly seek feedback from everyone affected by the policy regarding its effectiveness, particularly in relation to affordability, flexibility of payment options and procedures for the collection of fees
• monitor the implementation, compliance, complaints and incidents in relation to this policy
• monitor the number of families/children excluded from the service because of their inability to pay fees
• keep the policy up to date with current legislation, research, policy and best practice
• revise the policy and procedures as part of the service’s policy review cycle, or as required
• notify parents/guardians at least 14 days before making any changes to this policy or its procedures (Regulation 172(2)).

ATTACHMENTS
• Attachment 1: Fee information for families
• Attachment 2: Fee Schedule
• Attachment 3: Fee Payment Agreement – 4-year-old (funded) kindergarten program
• Attachment 4: Fee Payment Agreement – 3-year-old kindergarten program
### AUTHORIZATION

### DOCUMENT HISTORY & VERSION CONTROL RECORD

**Name of Document:**
PLENTY KIDS EARLY LEARNING CENTRE – FEES POLICY

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</table>

Approved By

Date

25/02/2019

Principal
ATTACHMENT 1

Fee information for families
Plenty Kids Early Learning Centre 2019

1. Why fees are necessary
The Department of Education and Training (DET) provides per capita funding as a contribution toward the costs of providing a four-year-old kindergarten program. Services meet the balance of costs through charging fees and fundraising activities.
DET provides a Kindergarten Fee Subsidy (see below) that enables children from eligible families to attend a four-year-old kindergarten program free of charge, or at a minimal cost.
DET also provides funding to assist eligible three-year-old Aboriginal and Torres Strait Islander children, and children known to Child Protection, to access kindergarten programs.
Plenty Kids Early Learning Centre provides a range of support options to parents/guardians experiencing difficulty with payment of fees (see below).

2. How fees are set
As part of the budget development process, the Approved Provider - Persons with Management and Control, sets fees each year for the programs of the service, taking into consideration:
- the financial viability of the service
- the level of government funding provided for the program, including the Kindergarten Fee Subsidy
- the availability of other income sources, such as grants
- the fees charged by similar services in the area
- the capacity of parents/guardians to pay fees
- reasonable expenditure in meeting agreed program quality and standards
- requirements of the Kindergarten Fee Subsidy – Fees Policy (details in the The Kindergarten Guide: (Department of Education and Early Childhood Development) available under early childhood / service providers on the DET website: www.education.vic.gov.au

3. Other charges
Other charges levied by Plenty Kids Early Learning Centre are included on the Statement of Fees and Charges.

- Kindergarten fee deposit: This payment secures a child’s place at the service and is payable on acceptance of enrolment. The deposit is retained as part payment on term fees. Families eligible for the Kindergarten Fee Subsidy (see below) are not required to pay the deposit. Families experiencing hardship should also discuss any difficulties with the Finance Manager.

- Excursion/service event charge: This additional charge is required to cover the cost of excursions or special events that occur throughout the year in response to emerging children’s program needs and interests. Affordability and relevance to the children’s interests and the service program will be taken into consideration before a decision is made that will require families to pay this additional charge (refer to Excursions and Service Events Policy). Events that are planned ahead are included as an expenditure item in the service’s budget and do not incur this additional charge.

- Late collection charge: Families will pay for their child/ren to be placed in the After School Care Program at PVCC run by camp Australia.

4. Statement of fees and charges
A statement of fees and charges for four-year-old or three-year-old pre-kindergarten will be provided to families prior to the commencement of each term.

5. Fundraising
Not all service costs are covered by DET per capita funding and the fees charged. Fundraising is undertaken to meet the balance and/or pay for additional items for the service. While participation in fundraising is voluntary, the support of every family is encouraged. Fundraising activities are also an opportunity for families and communities to come together.
6. Subsidies

6.1 Kindergarten Fee Subsidy (four-year-old programs only)
The Kindergarten Fee Subsidy is provided by DET and enables eligible children to attend kindergarten free of charge or at minimal cost. Eligibility conditions change from time-to-time – contact the Finance manager for further information.

Families who may be eligible for the Kindergarten Fee Subsidy (four-year-old programs only) include those who are:
- Health Care Card holders
- Pensioner Concession Card holders
- Department of Veterans’ Affairs Gold Card or White Card holders
- Bridging Visas A–E
- Refugee Visa (subclass) 200
- In-country Special Humanitarian visa (subclass 201)
- Global Special Humanitarian visa (subclass 202)
- Temporary Humanitarian Concern visa (subclass 786)
- Protection visa (subclass 866)
- Emergency Rescue visa (subclass 203)
- Woman at risk visa (subclass 204)
- ImmiCard
- Aboriginal or Torres Strait Islander children
- triplets or quadruplets attending a funded kindergarten program in the same year.

Supporting documentation must be sighted by the service on acceptance of a place or on commencement in the program. Families are eligible for the Kindergarten Fee Subsidy for the full term in which their concession is valid. Contact the Finance Manager for further information.

Note: There is no evidence required for families who identify as Aboriginal and/or Torres Strait Islander.

6.2 Early Start Kindergarten fee subsidy
Three-year-old Aboriginal and Torres Strait Islander children and children known to Child Protection are eligible to attend a funded early childhood program that is planned and delivered by a qualified early childhood teacher free of charge. The service receives funding for children who meet the eligibility criteria. Contact the service for further information.

6.3 Child Care subsidy (CCS)
is the main way the Government assists families with their child care fees. The Child Care Subsidy that commenced on 2 July 2018: replaced the Child Care Benefit (CCB) and Child Care Rebate (CCR) with a single, means-tested subsidy

7. Payment of fees
The Approved Provider - Person with Management and Control, will regularly review payment options and procedures to ensure that they are inclusive and sensitive to families’ cultural and financial situations.

Fees will be invoiced to parents/guardians directly and must be paid by the date indicated on the invoice. Each invoice will be accompanied by payment instructions. Fees are paid a month in advance. For children enrolled after the commencement of a term, a pro rata invoice will be issued and must be paid in full within 14 days of the child’s commencement at the service. Receipts will be provided for all fee payments. There are also a variety of payment schedules available to families that are managed through the FACTS Portal that is now used by the college.

Parents/guardians experiencing difficulty in paying fees are requested to contact the Business Office to arrange a suitable alternative payment plan. The Privacy and Confidentiality Policy of the service will be complied with at all times in relation to a family’s financial/personal circumstances.

8. Unpaid fees
If fees are not paid by the due date, the following steps will be taken.

- An initial reminder email will be sent to parents/guardians with a specified payment date, and will include information on a range of support options available for the family.
- Where payment is still not received, families will be invited to attend a meeting to discuss the range of support options available and establish a payment plan.
• Continued non-payment may result in a second and final letter notifying parents/guardians that the child’s place at the service may be withdrawn unless payment is made or a payment plan is entered into within a specified period of time. This letter will also include information on a range of support options available for the family.
• The Business Manager and/or Principal, will continue to offer support and will reserve the right to employ the services of a debt collector.
• If a decision is made to withdraw the child’s place at the service, the parents/guardians will be provided with 14 days’ notice in writing.

9. Children turning three during the year of enrolment
If the 3-year-old Pre-Kinder program is running at full capacity - full payment from the first day of Term One is required if a place is to be reserved for a child in the 3-year-old Pre-Kindergarten program. If places are available, then payment will commence on the day the child turns three and is eligible to attend. Children can only commence the program when they have turned three.

10. Support services
Families experiencing financial hardship often require access to family support services. Information on these services are available from the kindergarten service provider and a list can be supplied to those families who require it. If your service does not already have this information a good place to start is with your local council.

11. Notification of fee changes during the year
Fees set for the year would only be reviewed in extraordinary circumstances, for example, if attendance rates fall below the budget ‘break even’ point. Parents/guardians will be notified one term in advance of any required fee increase and will be offered the option to request a payment plan.
Fees that will apply for the following year will be made public by November each year.
ATTACHMENT 2

SCHEDULE OF FEES 2019

Enrolment Fee
A once only non-refundable enrolment fee of $500.00 (for new families) is payable to accept an offer of enrolment.

Kinder Fees

<table>
<thead>
<tr>
<th>Kindergarten Program</th>
<th>Per Term</th>
<th>Annual Fee</th>
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<tbody>
<tr>
<td>3-Year-Old Pre-Kindergarten</td>
<td>$643</td>
<td>$2,572</td>
</tr>
<tr>
<td>4-Year-Old Kindergarten</td>
<td>$1,415</td>
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<td>After Kindergarten Care (during school hours on a Friday afternoon and offered with 4-Year-Old Kindergarten only)</td>
<td>$650</td>
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Fees are billed at the beginning of the year. Quarterly, monthly and fortnightly payment options are available for selection within your FACTS Portal.

Kindergarten Fees Information
- 3-Year-Old Pre-Kindergarten is offered for 6 hours per group in 2 sessions per week
- 4-Year-Old Kindergarten is offered for 16.5 hours per group, in three sessions.
- All Fees apply to each week the kindergarten program is offered (i.e. 40 weeks per year), and is payable even if your child is absent.
- Kindergarten fees are not eligible to be included in the PVCC sibling discount program.
- Fees are billed annually and are payable through FACTS Management.
- One Term’s notice must be given to withdraw from either Kindergarten program.
- Plenty Kids is registered as an approved Early Learning Centre so rebates (CCS Child Care Subsidy) offered by Centrelink may not apply. Families will need to contact Centrelink directly to find out what benefits they may be eligible for.

Discount for Payment of Full Years Fees in Advance
A 3.0% discount off the tuition fees component (2.0% for credit card - MasterCard/Visa) is given when the full year’s statement is paid by 6th February 2019.

Methods of Payment
A number of payment options are available:

- Direct Debit or Credit Card – Fees are automatically paid from your bank account or credit card via the FACTS Portal.
- EFTPOS / Cash / Cheque – Payments can be made at the Business Office.

PLEASE NOTE: BPAY IS NO LONGER AVAILABLE FROM THE 31ST OF DECEMBER 2018. ALL FAMILIES ARE REQUIRED TO USE THE FACTS MANAGEMENT PORTAL.

Building Fund
Voluntary donations to the Plenty Valley Christian College Building fund are tax deductible. Parents are encouraged to support the College with regular donations so that we can continue to provide excellent facilities. Please contact the Business Office for further details.

Withdrawal of a Student
One full Term’s notice is required in writing to the Principal before a student is withdrawn from enrolment at the College. If the required notice is not provided, then an additional fee of up to one full Term’s fees will be charged.
SCHEDULE OF FEES 2019

Terms and Conditions of Enrolment and Payment of Fees
The Enrolment Policy and conditions of attendance constitute a contract between the College and parents which is formalised on and by the fact of the first day of a student’s attendance in 2019. The 2019 Fee Schedule should be read in conjunction with the Enrolment Policy and other Terms and Conditions of Enrolment and policies available from the College Office or website.

The signing of the enrolment form and acceptance of the enrolment offer is your agreement to the payment of fees. The non-payment of fees is a breach of the conditions of enrolment.

Families are reminded that fees will be billed in line with the signed enrolment documentation. Where this represents a split family, the responsibility to pay fees is to be worked out between the enrolling parties.

All Parents/Guardians are required to maintain an active login and account with FACTS Management who manage the tuition fee payments on behalf of Plenty Valley Christian College.

Accounts are due and payable by the relevant due date as per the submitted payment plan on FACTS Management Portal. Where a payment plan has not been established then a quarterly payment plan is the default option. It is the responsibility of parents to create an account with FACTS Management and select the preferred fee payment plan frequency.

A Late Payment Fee of $50 per student, per calendar month, may apply if a payment is not received by the College by the relevant due date and families will also be liable for any collection costs via our third-party collection company. Payments that default as part of an automatic payment plan will incur a fee of $30 from our financial institution.

The College may not permit a student to re-enter classes in a new Term when fees remain outstanding. The College is entitled to withhold a student’s results until their outstanding fees are paid.

Parents are responsible for payment of avoidable breakage or damage to school property caused by their child.

If families experience temporary difficulty in paying College fees, please contact the Business Office immediately.

CONTACT DETAILS
ADDRESS
Plenty Valley Christian College Office.
840 Yan Yean Road, Doreen VIC 3754

Web: www.pvcc.vic.edu.au  Phone: 03 9717 7400

Registrar: Mrs Mardi Anderson
Ph: 03 9717 7400 E: mardi.anderson@pvcc.vic.edu.au

BUSINESS OFFICE
Please direct any enquiries regarding fees to the Business

Office Hours: 8:30am to 4:30pm Monday to Friday

Finance: Mrs Michelle Cothill
Ph: 03 9717 7400 E: michelle.cothill@pvcc.vic.edu.au

Business Manager: Mr Matthew Duke
Ph: 03 9717 7400 E: matt.duke@pvcc.vic.edu.au
Fee Payment Agreement

4-year-old (funded) kindergarten program

Please complete this form and return to the Registrar.

Fee payment contract

Child’s full name: ____________________________________________________________

Parent’s/guardian’s full name: ________________________________________________

- I/we acknowledge that the four-4-old kindergarten program is partly funded by the state government, with the balance of funds coming from fees paid by parents/guardians.
- I/we understand that I/we am/are entitled to obtain the Kindergarten Fee Subsidy if I/we meet one of the criteria below. If my/our eligibility lapses, then I/we understand that full payment of fees is required from the beginning of the following term.
- I/we agree to pay fees by the due date, using the college nominated FACTS Portal (details can be found on the PVCC website and an email is sent to families upon confirmation of enrolment).
- I/we understand that term fees are non-refundable.
- I/we acknowledge that if fees are not paid by the due date, The Business Manager and/or Principal will implement the late payment of fees procedures, as outlined in the Plenty Kids Fees Policy, which could result in the withdrawal of my/our child’s place at the service.
- I/we agree that if my/our financial circumstances change and I/we am/are unable to pay as agreed, I/we will immediately notify the Finance Manager to discuss alternative payment options.
- I/we acknowledge that I/we have received and read the Plenty Kids Fee information for families, which outlines the procedure for payment of fees.

Kindergarten Fee Subsidy

Please indicate below which concession you are eligible for – the criteria is outlined on Attachment 1 Section 6.

Concession: ___________________________________________________________________

Supporting documentation will need to be sighted prior to commencement at Plenty Kids Early Learning Centre by the Registrar.

Note: the eligibility of concessions may vary from time-to-time. Up-to-date information can be found in The Kindergarten Guide (Department of Education and Early Childhood Development) available under early childhood / service providers on the DET website: www.education.vic.gov.au

_________________________________________  ______________________________
Signature (parent/guardian)                               Date

Note: Invoices, receipts and collection of fees will be in accordance with the Plenty Kids Early Learning Centre Fees Policy.
 Fee Payment Agreement

3-year-old kindergarten program

Please complete this form and return to the Registrar.

Fee payment contract

Child’s full name: ________________________________________________________________

Parent’s/guardian’s full name: ____________________________________________________

- I/we acknowledge that the 3-year-old kindergarten program is not funded by the state government and that the program cannot operate without receiving fees (the only exception is where a child is eligible for the Early Start Kindergarten fee subsidy – see below).
- I/we agree to pay fees by the due date, using the college nominated FACTS Portal (details can be found on the PVCC website and an email is sent to families upon confirmation of enrolment).
- I/we understand that term fees are non-refundable.
- I/we acknowledge that if fees are not paid by the due date, The Business Manager and/or Principal will implement the late payment of fees procedures, as outlined in the Plenty Kids Fees Policy, which could result in the withdrawal of my/our child’s place at the service.
- I/we agree that if my/our financial circumstances change and I/we am/are unable to pay as agreed, I/we will immediately notify the Finance Manager to discuss alternative payment options.
- I/we acknowledge that I/we have received and read the Plenty Kids Fee information for families, which outlines the procedure for payment of fees.

____________________________________ _____________________________
Signature (parent/guardian) Date

Note: invoices, receipts and collection of fees will be in accordance with the Plenty Kids Early Learning Centre Fees Policy.

Early Start Kindergarten

Three-year-old Aboriginal and Torres Strait Islander children and children known to Child Protection are eligible to attend a funded early childhood program that is planned and delivered by a qualified early childhood teacher free of charge. The service receives funding for children who meet the eligibility criteria. Contact the service for further information.