



**BELAIR PRIMARY SCHOOL OUT OF SCHOOL HOURS CARE**

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Government of South Australia  
 Department for Education

**Fee Policy**

The Belair Primary School OSHC service operates as a not-for-profit business. The service has received approval for an allocation of 120 Child Care Benefit places and these are managed in accordance with Australian Government legislation (refer to the Child Care Service handbook kept in the office or may be accessed on line [www.acecqua.gov.au](http://www.acecqua.gov.au) ).

The Belair Primary School Council has the legal responsibility to ensure that there are sound practices in place to manage the fees and related income and expenditure of the OSHC service.

- The Belair Primary School OSHC service sets fees in accordance with our annual budget to meet the income required to develop and maintain a quality service for children and their families. We strive to ensure that our service is affordable and accessible to families in our community. The annual budget is ratified by the Belair Primary School Council annually, or as necessary, and is monitored carefully throughout the year.
- The service will support families by providing relevant information as it becomes available but families must be responsible for liaising with Centrelink as needed. Families must contact Centrelink to register for eligibility for Child Care subsidy.

**Bookings, cancellations and late collection – see ‘Cancellation and Late Collection Fee Policy’.**

Each family is expected to make bookings, in advance, for the care sessions required. Information includes dates, times, and the names of children who will attend to ensure that the service is prepared with resources, training and staffing to meet the children’s needs. The program and educator rosters are based on bookings and so the service will charge fees for booked care that is not used.

Relationship

Regulations	National Quality Standards	Other policies/Service Documentation	Other legislation/Guidelines
168	7.3	Enrolment and Orientation policy Complaints policy	Australian Government Child Care Service Handbook
		Governance & Management Policy	

**Fees**

Before School Care	7.00am – 9.00am \$12.50	includes breakfast
After School Care	3.00pm – 6.00pm \$22.00	includes afternoon tea
Early Dismissal	2.00pm – 6.00pm \$20.00	includes afternoon tea
Pupil Free Day	7.30am – 6.00pm \$50.00	includes breakfast and afternoon tea
Vacation Care Incursion	7.30am – 6.00pm \$50.00	includes breakfast and afternoon tea
Vacation Care Excursion	7.30am – 6.00pm \$60.00	includes breakfast and afternoon tea
Purchase OSHC Hat	\$10.00	
Yearly Administration Fee	\$20.00	

**Non-Payment of Fees**

The Belair Primary School OSHC is a non-profit organisation catering to the child care needs of the local community. The Belair Primary School OSHC has a commitment to high quality care and needs your cooperation regarding the payment of fees.

The Parent Fee Agreement (as per the OSHC Enrolment Form) states that fees and charges are to be paid weekly. It is expected that accounts are brought to a zero balance by the end of each invoiced week. Failure to pay fees at the end of each invoiced week will incur an overdue notice being attached to your invoice.