Fee Information

TVPS OSHC provides both before and after school care as a service to the families of children attending Templestowe Valley Primary School. In order to meet all the costs associated with the provision of this service, TVPS OSHC depends on the timely payment of fees from all participants. TVPS OSHC aims to provide a quality service that is affordable.

The Centre is approved to offer Child Care Benefit (CCB) to eligible families. This benefit is paid to the centre unless otherwise instructed by the parent. Please contact the Family Assistance Office (FAO) on 13 6150 to register. Families cannot be offered CCB until assessments are completed.

Enrolment Fees & Fee Schedule

Current Fee Structure: (June 2011)

Fees are set in consultation with School Council & the OSHC committee and are subject to change.

Before School Care

<table>
<thead>
<tr>
<th></th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Casual</td>
<td>(7:00am -9:00am)</td>
<td>$10.50</td>
</tr>
<tr>
<td>Short Stay</td>
<td>(less than 1 Hour)</td>
<td>$8.00</td>
</tr>
<tr>
<td></td>
<td>(8:30-9:00am)</td>
<td>$3.00</td>
</tr>
<tr>
<td>Permanent</td>
<td>(7:00am -9:00am)</td>
<td>$9.00</td>
</tr>
<tr>
<td>Short Stay</td>
<td>(less than 1 Hour)</td>
<td>$7.00</td>
</tr>
<tr>
<td></td>
<td>(8:30-9:00am)</td>
<td>$3.00</td>
</tr>
</tbody>
</table>

After School Care

<table>
<thead>
<tr>
<th></th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Casual</td>
<td>(3:30pm -6:00pm)</td>
<td>$14.50</td>
</tr>
<tr>
<td>Short Stay</td>
<td>(less than 1 Hour)</td>
<td>$9.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Permanent</td>
<td>(3:30pm -6:00pm)</td>
<td>$13.50</td>
</tr>
<tr>
<td>Short Stay</td>
<td>(less than 1 Hour)</td>
<td>$8.00</td>
</tr>
<tr>
<td></td>
<td></td>
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</tr>
<tr>
<td>Late Fee (after 6pm)</td>
<td>per 15 minute block / or part thereof</td>
<td>$15.00</td>
</tr>
</tbody>
</table>
Fee Payment

Families will be invoiced with a fortnightly account statement. The statement will include the fee charged per session and the CCB paid (if applicable) by the Family Assistance Office. It will also include the total number of CCB allowable absent days used to date.

Parents may select the method for the payment of Permanent and Casual fee bookings from the following 2 options.

Option 1:

1. By Fortnightly Direct Deposit to the following account:
   BSB: 063494    A/C 10037481

2. Include your name and/ or the Customer Reference Number on the invoice statement and code “OSHC”

Option 2:

1. By fortnightly cash, cheque, credit card or EFT.
2. There is a minimum of $15 for credit card transactions

All records are confidential and will be stored appropriately. Parents may access particulars of their fees at any time, with the request given in writing.

Overdue & Outstanding Fees

If parents are experiencing any difficulty with payment of fees, this should be discussed with the OSHC Manager. Arrangements can then be made to support fee payment.

Notice of Fee Recovery

After 2 weeks outstanding:

A letter will be provided to parents with a reminder to discuss any fee payment problems with the OSHC Manager.

After 4 weeks outstanding:

- with no arrangements in place for a fee payment schedule
- OR, if a fee payment agreement has not been honoured by the parent

The matter will be referred to the Principal and School Council. If necessary, debt recovery procedures will be initiated.

Parents with overdue fees at the end of each school term will have their eligibility to access the service reviewed.
Late Fees

Children must be collected by 6pm.

The centre must be contacted if you are delayed. Any parent who collects their child after 6pm will be charged a late fee of $15.00 per 15 minute block or part thereof.

After half an hour, if the centre has not been notified by the parent and the nominated contact persons cannot be reached, the child will be taken to the Doncaster Police Station.

Childcare Benefit (CCB) and Childcare Rebate Information

- CCB is income tested. Families can receive weekly fee reduction or lump sum payment at the end of the financial year.
- The Childcare Tax Rebate is not income tested. The 50% tax rebate is for parents or guardians who are working, studying or training and to help families meet their out of pocket childcare costs.
- Families must register by contacting the Family Assistance Office (FAO) on 136 150 or by visiting one of their offices.

Centre Provider Numbers

Before School Care 406 960 511X

After School Care 555 008 214K