



Fee Schedule

Fees effective from 11 July 2022

Session	Permanent Fee	Casual Fee
Before School Care	\$20.50	\$23.50
After School Care	\$25.50	\$28.50
	Early Bird Fee <i>(booking made before the deadline)</i>	Casual Fee <i>(booking made after the deadline)</i>
Vacation Care Daily Rate	\$70.00	\$80.00
Vacation Care – Incursion	<i>Additional incursions and excursions will be costed accordingly and applied as an additional surcharge and on top of the daily rate.</i>	
Vacation Care – Excursion		
Pupil Free Days	\$80.00 daily flat rate + any additional surcharges	

Bookings & Cancellations

Casual bookings are made via our My Family Lounge mobile device app and **permanent bookings** are arranged via email. An enrolment must be completed prior to your child's attendance. Should the child not attend due to any reason, Child Care Subsidy (CCS) will apply in accordance with allowable and approved absence provisions. Please ensure that if your child will not attend their booked session that you notify the service via the My Family Lounge mobile device app or email to avoid additional fees being charged.

To end a **permanent booking**, we require 2 weeks' notice to be given in writing.

To cancel a **casual booking** or **vacation care booking**, we require 5 business days' (7-day equivalent) notice to be given in writing. If cancellations are not made within this time frame, an absence will be marked.

Before School Care – Bookings can be made up until 5:00pm the day before the session. *Absences can be marked at any time.*

After School Care – Bookings can be made up until 10:00am on the day of the session. *Absences can be marked at any time.*

Vacation Care – Bookings can be made up until 5:00pm the day before the session. *Absences can be marked at any time.*

Please contact the service directly if you require urgent care for your child outside these booking period times.

Collection & Hours of Operation

Before School Care 6:00am – 8:45am

After School Care 2:45pm – 6:00pm

Vacation Care 6:00am – 6:00pm

Please ensure you are signing your child in and out of our care via the QK Kiosk. This is for your child's safety and a part of the Child Care Subsidy Agreement. Please do not drop your child off before 6:00am and please ensure you are picking up your child before 6:00pm. If you are going to be late, please give our friendly staff a call and let us know. Please be aware that the service is closed for two (2) weeks over the Christmas and New Year period each year. These dates are advised each year during Term 4.

Additional Fees

Failure of Direct Debit Payment: \$15.00 (plus additional fees charged by DebitSuccess)

ASC Non-Notification of Absence Fee: \$10.00 per child

Late Collection Fee: \$15.00 for the first 5 minutes and \$1 per minute thereafter per family

There are further additional fees for families who are late more than once (1) per term. The process for this fee being charged is as follows:

- 1. First offence – usual late fees apply;*
- 2. Second offence – usual late fees apply and an additional \$25.00 is added;*
- 3. Third offence – usual late fees apply and an additional \$50.00 is added.*

Families who are continually late in collecting their children may jeopardise their child's place at the Service.