

# Mairangi Bay Preschool

## FEES POLICY

All figures include GST

### Under Three Year Old children

Frequency	Per Day	Per Week
4 Hours 8 am – 12:00 OR 12:30 – 4:30 pm	\$32	\$144
7 Hours (8:30am – 3:30pm)	\$57	\$262
Full Day	\$67	\$305

### Over Three year Old Children

Frequency	Per Day	Per Week
Sessions 8am - 12:00 OR 12:30 - 16:30pm	FREE	FREE
7 Hours (8:30am - 3:30pm)	\$37	\$170
Full Day	\$47	\$216

Your child must be booked for a minimum of 2 days.

### Booking Fee

A non-refundable booking fee of \$60.00 is payable when enrolling your child to secure their position. This fee covers administration set up costs including your child's portfolio folder and stationery costs.

### Enrolment/Withdrawal

Once a child is enrolled and confirmation of a start date is given, all booked sessions will be charged, regardless of whether a child attends or not.

Four weeks written notice is required if your child is leaving the Centre. Fees are payable during this notice period.

## Payments

Automatic payment and internet banking are our preferred methods of payment as this minimises the amount of staff time required to process the payments. However cheques and correct cash are also accepted.

Fees are to be paid at least 1 week in advance. Failure to keep fees up to date may result in a child's enrolment being forfeited and the debt being passed on to a debt collection agency, for which the parent will be responsible for any associated costs incurred.

WINZ childcare subsidies are available for fee assistance depending on the level of your total family income. Please talk to staff regarding this. This subsidy is only part payment for fees and parents must meet the balance. Full fees will be charged until the Centre receives the WINZ subsidy.

### Family Discount

Where there are 2 or more children from the same family attending full time at the Centre, a discount of 5% off the second child's fees is available.

### Holidays/Statutory Holidays/Sick Days/Absences

Fees are charged when your child is absent due to sickness or other reasons.

Fees will be charged for statutory holidays.

After 6 months enrolment at our centre, where your child is absent for a consecutive period of 1 week or more (outside of the Christmas holiday period) a holding fee of 50% of the child's normal weekly fee is payable provided that at least 2 weeks written notice is given of the absence. This discount is offered for up to 3 weeks per year.

### Late Fees

For children who are picked up after the Centre's specified closing time, a late fee of \$1 per minute shall be payable directly to the staff member on duty.

