



Application Fee

A non-refundable fee of \$75.00 per child is charged on submission of an **Application for Admission**.

If the enrolment acceptance is subsequently cancelled prior to the student commencing at the College, the application fee is forfeited.

Confirmation of Acceptance Fee

A non-refundable Confirmation of Acceptance Fee of \$900.00 per child is payable on confirmation of an enrolment prior to the student commencing at the College. The Confirmation of Acceptance Fee is not refundable, nor transferrable and cannot be carried forward.

Should more than one child from the same family be enrolled at the same time, the following discount will apply: first child \$900.00; second \$750.00; third \$600.00.

IEY OSHC and IEY Vacation Care Fees

IEY Early Learning, IEY Early Morning & Extended Care and IEY Vacation Care Fees	
IEY Early Learning Rooms 38 weeks per year 3 yo minimum 2 days 4 yo minimum 3 days	
8.30 am - 3.00 pm	\$99.00
IEY Early Morning Program	
7.30 am - 8.30 am	\$10.00
IEY Extended Care Program	
3.00 pm - 4.30 pm (snack provided)	\$20.00
3.00 pm - 6.00 pm	\$25.00
IEY Vacation Care Program 10 weeks per year	
7:30 am - 6:00 pm	\$99.00

Late collection fee of \$20 per 15 minutes late
Late cancellation fee \$10.50

In addition to the above charges, families will be charged **\$40.00 for the Parents & Friends Levy**. Please note this is invoiced separately and is not included with the IEY fees or the IEY OSHC fees. This cost is per family. The cost of the **College Year Book is \$65.00** and this is charged at the time of purchase should you want one.

Make Up Days

When a **public holiday** falls on a day that a student normally attends, parents may access a 'make up day' during Vacation

Care. The 'make up day' has to be taken in the following holidays and needs to be booked in advance to guarantee availability and correct child/adult ratios.

Staff Days

Staff days are held at the beginning of each term. These are usually the first Monday of each term. At the beginning of each year there are two staff days. Please refer to the IEY calendar for these dates.

A Vacation Care program is available on Staff Days for children that normally attend on these days but needs to be booked in advance to arrange correct child/adult ratios. **A Staff Day cannot be taken as a 'make up day' on other days during Vacation Care.**

Please Note

The Child Care Benefit and Child Care Rebate information below, all changes from July 2018.

Please seek information on the new Jobs for Families Child Care Package available at www.education.gov.au

Care Benefit (CCB)

This is means tested. To claim and receive CCB families MUST be assessed by the Department of Human Services. To do this you must obtain a Claim for Approved Child Care Payments form. These are available from Centrelink on 13 61 50 or on their website humanservices.gov.au If eligible, parents can elect to receive CCB as a fee reduction or as a lump sum after tax returns are lodged.

Child Care Rebate (CCR)

This is not means tested but parents must be eligible for CCB at 0% or more and meet the CCR work, training, study test to be entitled for CCR. There is currently no income limit for a family to receive CCR and families can claim 50% of out-of-pocket expenses (fee less CCB). Payments can be received in four different ways: as a lump sum after tax returns are lodged, weekly/fortnightly payments to their bank account, weekly/fortnightly fee reduction to the Service, or quarterly instalments with final quarter paid after Centrelink or the Department of Human Services reconciles the family's entitlement for the financial year. Please note: it is the College's preference that families nominate receipt of the rebate via upfront fee reduction to the Service.

What you need to do:

To claim and receive CCB and/or CCR you need to have a Customer Reference Number (CRN) for you (the enrolling parent) and each child attending Ignatius Early Years. You may already have the CRN if your child has used childcare services elsewhere in the past.

To obtain the CRN (and other information) contact the Centrelink Service Centre on 13 61 50 or humanservices.gov.au

Office hours are Monday to Friday 8am - 5pm. The Norwood office is located at 49 Edward Street, Norwood.

You can also find forms online at: www.centrelink.gov.au

For the latest information on the proposed Child Care Subsidy please refer to www.humanservices.gov.au

Termination of Enrolment

Parents are required to give the Director or College Registrar **two full terms' notice** in writing of withdrawal.

Building Fund (Tax Deductible Donation)

As of 2011 each family is asked to pay a College Maintenance and Improvement Fund. This **will not** apply to Ignatius Early Years fees. We will, however, ask for a voluntary contribution of \$100.00 per term to the College Building Fund. This is **fully tax deductible**.

This contribution is imperative to maintaining the wellbeing of the College and demonstrates your commitment to supporting the College.

Foundation (Tax Deductible Donation)

The College is supported by an active Foundation. The mission of the Foundation is to raise financial support for the College building program, sporting and other infrastructures. Active participation by all members of the College community in the Foundation's work is expected. If you require further information please contact the Director of Advancement on 8334 9356.

Invoice and Method of Payment of Fees

Invoices are generated on a fortnightly basis and include all IEY fees, IEY OSHC fees and Vacation Care fees. Payment options are cash, cheque, EFT, direct debit and credit card (Mastercard or Visa). Payments can be made in person or by contacting the Ignatius Early Years Front Office.

Account details for direct bank transfer can be obtained by contacting the Finance Department on 8334 9339.

Fees Contract

Saint Ignatius' College, like any other independent school or college, relies on the prompt payment of fees to enable the College to operate. The policy that outstanding fees and charges are settled within the agreed terms will continue to be enforced. This is normal practice in all schools or colleges. You will understand that the College is not in a position to carry debts outside the agreed trading arrangements and your cooperation in complying with the College policy would be appreciated.

If fees are not paid promptly according to any of the above methods of approved payment, or a satisfactory agreement reached between the parents and the College, the student may not be permitted to return to the College at the beginning of the next term following the breach of arrangement.

If there is a specific difficulty concerning the payment of fees, please contact the Head of Business.

Interest on Overdue Accounts

The College reserves the right to charge interest on overdue accounts and recover collection costs as the result of accounts being overdue.

Ignatius Early Years
Early Learning Centre
58 Queen Street
Norwood SA 5067
Tel: (08) 8130 7180

Junior School
Reception to Year 6
62 Queen Street
Norwood SA 5067
Tel: (08) 8130 7100

Senior School
Years 7 to 12
2 Manresa Court
Athelstone SA 5076
Tel: (08) 8334 9300

A Catholic Co-education College
in the Jesuit Tradition

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