



Feathers Early Learning Centre Fee Policy

Over 3 year old children

7.30am-5.30pm	After 20 ECE hours	Without 20 ECE hours
2 Days	\$ 62.00	\$92.00
3 Days	\$ 94.00	\$139.00
4 Days	\$ 121.00	\$186.00
5 Days	\$ 140.00	\$230.00
<i>ECE Sessions: 5 mornings or afternoons (Limited Spaces)</i>	<i>7.30am-12.00pm (Free) \$15 lunch charge 12.30pm-5.00pm (Free)</i>	

Your child must be booked for minimum of 2 days per week

Under 3 year old children

Short Day	8.30 am - 3.30 pm	\$ 48.00 per day	\$ 215 00 per week
Full Time	7.30 am - 5.30 pm	\$ 58.00 per day	\$ 230.00 per week

Booking Fee

A non-refundable booking fee of **\$40.00** is payable when enrolling your child to secure their position, It is nonrefundable. This Fee covers administration set up costs including your child's Portfolio folder and Stationery costs. On enrolment you will be required to pay your booking fee, and one week before your child start you will be required to pay the full weekly fee. From then on fees will be required one week in advance.

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. Two weeks written notice is required if your child is leaving the Centre. Fees are payable during this notice period. In lieu of notice 2 weeks fees will be charged.

Payments

Automatic payment and internet banking are our preferred methods of payment as this minimizes the amount of staff time required to process the payments. The centre's bank account details are below. However cheques and cash are also accepted. **Fees are paid one week advance.** After three weeks of non-payment with no explanation the enrolment will be cancelled and any fees due are to be paid immediately or the debt will be sent to Debt Collection Agency, parents will be responsible for any costs incurred.

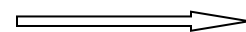
WINZ

Childcare subsidies are available for fee assistance depending on the level your 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, until this time parents are responsible for paying the fees. Any credit held will be refunded to the parent where applicable. It is the parents' responsibility to ensure all paper

Bank Account Details for Fees

ASB Bank 12-3659-0023730-50 (Please put your child's full name as references)

Please make the cheque payable to Alpine Education Ltd



work is processed and received by WINZ on time. Any delays will result in the parent having to pay full fees until the subsidy is received.



20 ECE Hours

All children aged 3 and 4 years will be eligible for 20 hours ECE funding at the centre. **No fees** will be charged for the **up to 6 hours per day** 3 & 4 year olds attend each day for up to 20 hours per week. **Full fees** will be charged for any subsequent hours a child is enrolled after the first 6 hours each day or if the child is enrolled for hours outside their 20 hours ECE agreement. Families will be required to advise the centre in writing (using the enrolment form) if their child is enrolled in any other early childhood service for the same 20 hours ECE.

Holiday/Statutory Holidays/Sick Days/Absences

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

Fees will be charged for all statutory holidays. We are unable to substitute or provide in lieu days for Stat days.

Once your child has been attending Feathers continuously for 6 months they are entitled to 2 weeks holiday with a 50% discount on fees only if the account is at zero or in credit. **Additional holidays will be charged at the full fee.**

Family Discount

Where there are 2 or more children from the same family attending full time at the centre, a discount of 10% off the second child's fee is available.

Additional Days

If you require additional days either temporarily or permanently, please see the Centre Director or Centre Manager to discuss. We are not able to offer any 'in-lieu' or 'make-up' days. If your child has been absent and you require additional days, we can only offer paid additional days subject to space availability.

Late Fee

For children who are picked up after the Centre's specified closing time, a late fee of **\$2 per minute per child shall be payable directly to the staff member on duty**. Late pick ups within centre hours but after the booked hours, \$2 per minutes will be charged directly into the child's account.

Funding Use

The centre receives funding from Ministry of Education for the care education of children. This funding is used for the maintenance of resources, equipment and curriculum. Annual budget for the use of government funding will be displayed on the board.

Notifications

Written notification is required from families for child absence of three weeks or more for health, holiday or any other reasons. Families will be required to advise the centre in writing of any changes to their child's enrolment hours.

Additional Charges

Additional fees may be requested for extra curricular activities such as excursions.

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