

Michael Park Kindergarten is a community based not for profit centre, run by a charitable trust, (Rudolf Steiner Schools Trust). The Trust requests a **one-off donation prior to starting** and charges fees to safeguard the financial viability of the kindergarten. Fees and donations support the delivery of our philosophy/special character and ensure the ongoing educational, operational, maintenance and are necessary replacement and upgrade needs.

Development Donation

<p>\$600.00 per child</p> <p>This is a one-off request. Donations are tax deductible.</p>	<p>A development donation is requested prior to starting, to support the delivery of the special character/ philosophy.</p>
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For the development donation, the account number is 02-0256-0102748-00, please use Dev Don and your child's full name as the reference. A donation receipt will be sent separate to the fee's invoices from the accounts department.

Fees Schedule

Michael Park Kindergarten has a minimum booking of 30 ½ hours a week. 6 ¼ hours per day, Monday to Thursday 8.30 to 2.45 and 5 ½ hours on a Friday 8.30 to 2.00.

Booked Hours Mon-Thu 8:30-2:45 Fri 8:30-2:00	First 20 hours using 20 Hour ECE subsidy	Fee per week for hours over 20 Hours ECE subsidy
30 ½ hours	\$0.00	\$173.25 GST inclusive

Payment Method and Terms

Fees will be invoiced weekly via email.

Payment is by direct debit or bank transfer into the nominated bank account of Michael Park Kindergarten.

Payment is expected within 7 days of receiving your invoice.

Alternative payment plans for example paying fortnightly to coincide with your pay cycle or spreading payments across the year can be discussed with the kindergarten manager or business manager.

If fees remain unpaid for 30 days or more, parents will be sent a reminder notice by email. Prompt payment is expected within 5 working days.

If payment or a payment plan has not been agreed within 5 working days of the reminder notice your child's enrolment will be suspended.

If after a further 5 days the matter is not resolved satisfactorily, enrolment will be cancelled.

The debt will be referred to the business manager for recovery. If your account is referred to a debt collection agency you will be responsible for the cost of the debt collection.

Holidays, Lateness, Absences, Closures

Fees will not be charged when Michael Park Kindergarten is closed during the term holidays.

Fees will be charged at the usual rate, in the event of absences, public holidays, emergency closures, teacher only days, or a forced closure on the instruction of the Ministry of Health, Civil Defence, or the New Zealand Police, or because of an act of nature.

If your child is not collected at the agreed booked times, you will be charged a late fee of \$20.00 per 10 minutes.

20 Hours ECE

Michael Park Kindergarten offers the 20 Hours ECE subsidy provided the attestation and enrolment forms have been completed.

The entitlement is for maximum of 6 hours per day and up to 20 hours per week.

Where parents choose not to use their 20 Hours ECE entitlement at Michael Park Kindergarten, fees are exclusive of the 20 Hours subsidy apply, as per the fees schedule.

Fee per week if <u>not</u> using 20 Hours ECE
\$595.00 GST inclusive

The 20 Hours ECE subsidy ceases after 21 days of continuous absence. If your child is absent without a valid reason your permanent booking will be cancelled. Your booking may be held if you make an arrangement to pay full fees and cover the loss of the MOE ECE funding during your absence.

If your child has a pattern of regular absence i.e. attending less hours and/or days than agreed regulation requires you to sign a reconfirmation of enrolment to maintain your booked hours. If the pattern continues consecutively, funding will cease in the fourth month and your enrolment will be cancelled, as you will not be meeting the minimum booking requirement of 30 ½ hours a week.

20 Hours ECE stops when children turn 6. The fee paid by parents remains the same, \$173.25 per week.

For more information please visit <https://www.education.govt.nz/early-childhood/funding-and-data/funding-handbooks/ece-funding-handbook/>

WINZ Subsidy

WINZ subsidies are available to some families up until the age of 5 years.

<https://check.msd.govt.nz/services/childcare-subsidy>

If applying for a WINZ subsidy, fees will be deducted in full until the subsidy payments have started. If payment from WINZ is backdated, a credit will be held on the child's account until further fees need to be deducted.

Changes to Fees

Changes to the Fee Schedule will be notified in writing.

Notice Period

If you are leaving the kindergarten permanently you must give 4 weeks written notice. Fees are payable for the four-week period, regardless of attendance.