# FEESThe daily fees from July 2017 are:Nursery Room $112.00Dreamtime (Toddler) Room $105.00Preschool Room $101.00The fees are subject to change after consultation with the Management Committee.CHILD CARE BENEFITChild Care Benefit and The Child Care Rebate are available at the centre to assistfamilies with fee payments.Forms are distributed on enrolment and must be filled out by families and taken toyour nearest Centrelink Office for processing or you can phone the FamilyAssistance Office on 13 6150 or go onlineAS FEES & SUBSIDIES ARE SUBJECT TO INCOME LEVELS WE MAY NOT BEABLE TO CALCULATE YOUR EXACT FEE UNTIL WE RECEIVE NOTIFICATIONFROM CentrelinkThe Family Assistance Office operates through Centrelink and is responsible forpayment of Child Care Benefit. You can choose two options:1. To pay reduced fees. The Child Care Benefit / gap will be paid to the centredirectly or2. To claim the Child Care Benefit as a lump sum payment at the end of thefinancial year. This means you will be charged full fees at the centre.Payment of new claim forms will only be granted for children with up to dateimmunisation records. If you have any questions about Child Care Benefit pleasespeak to the Director at your enrolment meeting.The centre claims family’s child care benefit ( CCB) and or Child Care Rebate (CCR) through the online ChildCare Management System (CCMS). Families must be registered with the CCMSbefore the child starts their care at the centre. If your child/ren are not registered youwill be required to pay full fees until registration occurs. Families are responsible forproviding the correct information on the child/ren’s enrolment form. The Child CareRebate is available to all families and can also be claimed weekly through the CCMSat the centre. Further information is available in your information pack.The centre’s Customer Reference Number (CRN) is: 555 002 344JCCB Approval ID is: 1- 631- 3480 Organisation ID is: 1- 61G - 37PAYMENT OF FEESOn enrolment at the centre a Security Deposit for your child must be paid. The fee is$50 per day with a minimum payment of $100 due by the child’s enrolment meeting.For example 5 days = $250. However should a family change their mind aboutaccepting the offered placement the holding deposit is non-refundable.No offer of placement will be deemed accepted by the centre managementuntil the holding deposit has been paid.This Security Deposit is refundable upon your child withdrawing from the Centre or itcan be transferred into the next year of care or to siblings attending the centre. If afamily's fees falls behind by 2 weeks or more the family will be asked to pay theseoutstanding fees immediately or their child's position may be withdrawn and anaccount sent for any fees outstanding. If fees remain outstanding by more then onemonth this matter will be placed into the hands of our debt collector.Please ensure your fees are up to date to avoid losing your child’s position.All childcare fees will be paid by Direct Debt by EDebit through your bank account orCredit Card. Please note payments by credit card will occur an additional fee. Anybank fees accrued because of overdrawn accounts will not be paid by the centre. All families are responsible forensuring enough money is in the account ready for your child care fees payment. Areceipt will be issued each time a payment is made and a statement of account isissued monthly. Fees are charged for any days that your child is absent. Forexample holidays or sick days. Fees are not charged for Public Holidays or closureperiods. Families experiencing difficulty in paying fees should contact the Directorimmediately. Please do not wait for your child's place to be reviewed. Feel free tocontact the Administrative Assistant between 7:30am – 4:30pm Monday to Wednesday and Friday toinquire about your family’s account.LATE FEEOpening and closing times for the Centre are very strict due to licensing and staffingregulations.On the first occasion a child/ren is picked up after 6:00pm a written warningwill be given to the family in question.On subsequent occasions a late fee will be charged: $10.00 within the firstfive minutes, $20.00 within the next five minutes and $20.00 for each fiveminute block after. For example two minutes late will cost $10.00 or sevenminutes late will cost $30.00.This fee will be charged each time your child is left at the centre after 6:00pm.This fee is not included in the Child Care Benefit Scheme.It is the responsibility of the parent to notify the Centre if he/she will be late and toorganise alternative arrangements to have their child/ren collected by 6.00pm.NOTICE OF WITHDRAWAL OF A CHILD FROM OUR CENTREFour weeks notice must be given in writing if you are withdrawing your child fromthe centre or reducing your child’s days of enrolment.The centre has a form to be completed for this purpose. Please discuss this matterwith either the Director or the Administrative Assistant to arrange for this procedureto occur and finalise payment of fees.ALLOWABLE ABSENCESChild Care Benefit is paid for up to 42 Allowable Absence Days per financial yearacross all approved long day care services, family day care, in-home care servicesand specialised outside school hours care services. Each child receives a new setof 42 Allowable Absences at the beginning of each financial year. AllowableAbsence days can be taken for any reason (provided the day being claimed as anabsence is a day on which care would have otherwise been provided). If a family isusing another approved service, it is your responsibility to inform the other service ofany allowable absence taken. A statement will be sent out quarterly showing thenumber of absences, dates and tallies and the total of Allowable Absences for theyear are also shown on the account statements sent out to parents.Child Care Benefit is also payable to absences taken for the following reasons:illness (with a medical certificate, rostered days off, rotatingshifts, temporary closure of a school or pupil-free day, public holidays, periods oflocal emergency, shared care arrangements due to a court order, consent order orparenting order and attendance at preschool.Absence days taken for the above reasons are called approved absence days.There is no limit on the number of approved absence days a child’s family may claimproviding they are taken for those specified reason stated above. If families aretaking an Approved Absence day, then supporting evidence, for example a doctor’scertificate or court order must be provided to the centre.