



ST. MARY'S SCHOOL

FEE LEVELS AND FEE COLLECTION POLICY

BASIC BELIEFS

- All who seek a Catholic Education and support the ethos of St. Mary's will be welcome in our school.
- All families are expected to pay school fees.
- A family fee is a financial advantage to larger families.
- Families experiencing financial difficulty will be supported with fee assistance through the Camps, Excursion & Sports Fund.
- Families who do not seek fee relief, through appointment with the principal, will be contacted to pay fees.

AIMS

- To be fair and equitable to all fee payers.
- To make fee levels reasonable for all families.
- To be compassionate towards those experiencing genuine financial difficulty.
- To provide means of payment which help families to budget e.g. direct debit and eftpos, centrepay facilities.
- To structure fee levels to provide the budgeted money for facilities and resources to implement the school program.

IMPLEMENTATION

- Parents are made aware of the payment options i.e. eftpos, direct debit, credit card, centrepay, direct credit, weekly/fortnightly/monthly/term payments.
- Fee invoices are sent once a year and followed up with statements sent as reminders each month.
- All accounts have a message inviting families to contact the principal if payment presents a difficulty.
- Families who do not contact the principal regarding fee relief, and who do not make part or whole payment, are phoned by the principal. Responses are recorded and further action may be taken if payment is still not made.
- All fee relief is treated confidentially.