



**Tamar Valley Steiner School**

**Fee Schedule and Fee Payment Policy**

**2024**

# FEE SCHEDULE 2024

Effective 1 January 2024

All fees are subject to the *Fee Payment Policy*. This Policy contains important information about conditions of enrolment at Tamar Valley Steiner School.

## Tuition Fees and Levies:

Class	Annual Fee	Per Term Levy	Additional materials	Annual Levy	Annual Building Levy (per family)	Total Annual Fees & Levies
Kinder	\$2,345	\$165		\$660	\$200	\$3,205
Prep	\$2,615	\$175		\$700	\$200	\$3,515
Class 1 & 2	\$2,725	\$252.50	Recorder \$82.50 (Class 1)	\$1010	\$200	\$3,935 \$4,017.50 incl. recorder
Class 3 & 4	\$2,890	\$315	Strings	\$1,260	\$200	\$4,350 plus Strings
Class 5 & 6	\$2,950	\$328.75		\$1,315	\$200	\$4,465

\* NEW Late payment fee of \$10 applicable if an invoice not paid by the due date

\*\* NEW Overdue fee of \$25 or 10% may apply if a payment plan is not paid on time

## Family Levy:

**Building Levy** – A building levy of **\$50 per term**, per family will be charged (a total of **\$200 per year per family**). The building levy assists the school in making improvements to classrooms and buildings owned by the school.

**Fees and levies increase with each year group based on the educational programs, excursions, camps and other experiences offered each year.**

## Levies

The levies presented in the above table are billed and payable over the course of the year.

Levy costs are based on the activities, excursions, camps and experiences planned for classes each term. Please be aware that there may be circumstances whereby the levy costs in a semester are above the scheduled amount listed. Should these increases be greater than \$100 we will inform families in advance for an additional contribution.

## New Enrolments

For new enrolments to our School there are two initial fees that are required to be paid.

- a) There is an initial **enrolment application fee** of **\$85** that is due when submitting an enrolment form to the School.
- b) When a written offer of a place at the School is made, a non-refundable **Enrolment Acceptance Fee** of **\$400.00** per child **must** be paid prior to commencement. This fee whilst non-refundable, will be credited from the tuition fee.

## Additional Items

### a) Recorders

Recorders are a compulsory requirement in the Steiner curriculum and will be billed to families as they are issued. This is generally a Class 1 purchase requirement and for all new students attending the school.

### b) Violins

Violins are a compulsory requirement for all students in classes 3-6. Other instruments such as Cello may be purchased instead by discussion with your child's music teacher. Parents must inform the office (by the 1<sup>st</sup> Friday of Term 4, 20<sup>th</sup> October 2023), via email if they intend to buy or lease an instrument or if they already own or have access to an instrument for the program. Please contact the office if you haven't informed us about your intentions.

Please make all payments to:

Account Name: **Northern Tasmania Steiner Association**  
Westpac Bank BSB: **037 608**  
Account Number: **646968**

Reference: **Family last name**

## Playgroup

Tamar Valley Steiner School offers a beautiful Playgroup experience for parents and their children who are not yet of school age (6 months – 4 years). Playgroup is offered during each school term.

The cost to attend this program is: **\$155** per term for one child and  
**\$220** for 2 children

The above Playgroup fees are based on a 10-week Term and are subject to change based on the number of weeks in each Term. If terms are shorter than 10 weeks, the cost will be altered accordingly.

If additional Playgroup sessions are offered and attended, additional fees will be incurred.

Payments for the term are due up-front and in-full by the end of the first week of each term. Refunds are not offered should you miss any sessions. Credits will be offered if a session is cancelled by the Playgroup coordinator.

# Fee Payment Policy

Effective 1 January 2024



## 1. INTRODUCTION

In this Policy 'fees' includes tuition fees, levies, charges and all other costs associated with the child's schooling at Tamar Valley Steiner School.

## 2. ENROLMENT APPLICATION FEE

- 2.1. A non-refundable enrolment application fee of **\$85** is payable on application.
- 2.2. Multiple applications from a family at the same time will be capped at **\$200** (Enrol HQ automatically requires payment but the School will manually provide a credit).

## 3. ENROLMENT ACCEPTANCE FEE

- 3.1 On the written offer of a place at the School, a non-refundable Enrolment Acceptance Fee of \$400.00 per child **must** be paid prior to commencement. This fee whilst non-refundable, will be credited from the tuition fee. (also see **\*\*\*** note)

## 4. BILLING AND LIABILITY FOR PAYMENT OF FEES

- 4.1. Fees are set annually.
- 4.2. Fees and charges are regularly reviewed by the School and changes to fees and charges may be made by the School at any time.
- 4.3. Fees are invoiced prior to the beginning of the year and statements are sent each term or upon request. Fees and levies must be paid by one of three options (refer to item **6. Payment of Fees** section and **Structuring your Payment for 2024 School Fees – Options available** form).
- 4.4. Parent(s) and/or guardian(s) are jointly and severally liable for the payments of all fees and charges incurred on behalf of their children. This will only be varied if the School is notified otherwise in writing by both parents/guardians and the School agrees in writing.

## 5. TUITION DISCOUNTS

- 5.1 UP-FRONT PAYMENT DISCOUNT  
When the annual (4 terms) account is paid in full (fees and levies) by the due date for Term 1, a discount of 5% on the net tuition fees will be applied to that account at the time of payment.
- 5.2 SIBLING DISCOUNTS  
Sibling discounts are applied to accounts when a family has two or more students currently enrolled at the School. Sibling discounts apply to second and subsequent children.

**\*\*\*Please note for new enrolments the \$400 enrolment acceptance fee will be deducted from school fees total.**

## SIBLING DISCOUNTS cont.

The sibling discount applies to tuition **fees** only:

For 2nd child	15% discount
For 3rd child	30% discount
For 4th child (and subsequent children)	50% discount

### 5.3 STAS GRANT

Families eligible for the State Government Student Assistance Scheme (STAS). STAS will no longer be offered as a separate discount, and will be rolled into (replaced by) the new fee relief discount as of 2024. STAS is a public education initiative to support families with public school levies. It is at the discretion of independent schools whether to offer a discount on levies. Our school will do this through our fee relief discount.

### 5.4 FEE RELIEF DISCOUNT

	Fee relief discount % available based on Income and dependants (Capacity to pay)				
		Number of Dependents			
<b>Income is after tax and annualised:</b> <ul style="list-style-type: none"> <li>• Wages</li> <li>• Net business</li> <li>• Net investments</li> <li>• Net rental</li> <li>• Income support (Centrelink)</li> <li>• Family tax benefit</li> <li>• Child support</li> <li>• Less Tax Paid</li> </ul>	Household Income level (after tax)	1 child	2 children	3 children	4 or more Children
	< \$45k	40%	50%	60%	65%
	\$45-\$60k	20%	25%	30%	35%
	\$60-\$75k	10%	12.5%	15%	20%
	\$75-\$90k	0%	5%	7.5%	10%
	\$90-\$100k	0%	0%	2.5%	5%

- In the first year of this fee relief system (2024), the school may not be able to provide the full rate of fee relief as per the above matrix. On receipt of all fee relief applications, the rates above will be reviewed by the school, and inform families of the final rates prior to fees becoming due for payment.
- A dependent is a child under 18 living in your household who you have financial responsibility either alone or jointly with another person for their day-to-day care, welfare and development.
- An application must be submitted to be eligible for fee relief, you are not eligible if a family member or friend pays fees on your behalf.
- The Fee relief discount applies to fees and levies.

## 6. PAYMENT OF FEES

Please note that this clause may be replaced if a relationship with Edstart or another fee payment management provider is established prior to 2024.

### 6.1 Fees may be paid via the following means:

**Option 1** – Pay up front – all fees and levies (and receive a 5% discount)

**Option 2** – Fees and levies will be broken into 4 equal payments, invoiced and paid prior to the start of each term.

**Option 3** – Payment Plan – A payment plan will be structured over 10 monthly payments, or to suit your cashflow (e.g. fortnightly payments). These will require parents to sign up to a formal payment plan with the school with clear parameters around payments.

- 6.2 **Fees may be paid by Scheduled Electronic Funds Transfer (EFT) over the year.** Direct deposits via EFT enable the extended payment of School fees over the year (Option 3 in 6.1). A Payment Plan must first be established and signed and EFT payments are to be paid monthly (or more frequently if negotiated).

The date and amount of each scheduled EFT is determined by the School. A payment plan request form must be completed and signed by the payer and lodged with the Business Manager before the commencement of the term to which the School fees apply. EFTs must be paid by the scheduled date or a reminder notice will be issued and a late payment fee of \$10 or an overdue fees of 15% may apply.

- 6.3 **A payment plan may be negotiated with the Business Manager.** A written payment plan schedule may be arranged with the Business Manager and signed by the payer to ensure school fees can be managed and paid regularly.

*\*Please indicate on the **payment options** form attached (page 7), your preferred option for payment and return it to the office by **Friday, 20<sup>th</sup> October 2023**.*

## 7. NON-PAYMENT OF FEES

- 7.1 Unless an account with Edstart has been established for a payment plan, all fees outstanding after the due date each term will be considered overdue.
- 7.2 A 'late payment fee' of \$10 will be charged if payment is not received on time.
- 7.3 Overdue accounts - should an account become 'overdue' a reminder notice will be sent to prompt immediate payment (within 7 days).
- 7.4 If 'overdue' amounts are not paid within 7 days or the school becomes aware that there is the potential that future payments cannot be met when they are due, an attempt will be made to contact you by phone to arrange for a catch-up payment plan. An email will be sent to you to confirm this arrangement.
- 7.5 If payments are overdue while you are on a catch-up payment plan, that arrangement expires immediately and overdue school fees or overdue invoice payments for items such as recorders may incur a \$25 (or 10% on amounts <\$250) overdue fee.
- 7.6 The overdue fee may be waived or reduced to the \$10 late fee if you enter another suitable catch-up payment plan. You must arrange another catch-up payment plan either by phone with administration, or a meeting with the School's Business Manager within 7 days of missing a catch-up payment.
- 7.7 If there is no active payment plan in place, the school may take further action to recover the debt.
- 7.8 Accrued interest charges may apply to families should debts remain outstanding.
- 7.9 The school will encourage any family who does not pay their fees by the due date to set up a payment plan with Edstart.

## 8. TEMPORARY ABSENCES/HOLDING FEE

- 8.1 For an absence of more than 5 weeks of any term, the full term's fees are payable in order to maintain a place in the class (**Holding fee**).

## 9. WITHDRAWAL NOTICE

- 9.1 In the event that a student is withdrawn from the School, **one full School term's notice of withdrawal is required in writing to the Business Manager**. This written notice is to be received by the Business Manager by the first Friday of the student's final term before withdrawal.
- 9.2 If one full term's notice in writing is not received by the due date, one full term's fees are required in lieu of notice (excluding levies).
- 9.3 This provision applies even if School fees are outstanding.

## 10. ADDITIONAL FEES AND CHARGES

- 10.1 Building Levy of \$50 per family is charged per term (\$200 per year).
- 10.2 Additional items such as recorder, violin and cello purchases are billed separately to the activity and materials levy.

**END**

**Structuring your Payment for 2024 School Fees – Options available**  
**THIS FORM MAY NOT BE REQUIRED IF SCHOOL USES A FEE PAYMENT MGT PROVIDER**

*(All families must return this form to the office by Friday, 20<sup>th</sup> October 2023 – end week 1 Term 4)*

Student 1 name: \_\_\_\_\_

Student 2 name: \_\_\_\_\_

Student 3 name: \_\_\_\_\_

Student 4 name: \_\_\_\_\_

**Please assist us by indicating below, your preferred method of payment. Please tick the box of the payment option you will be selecting for 2024, to assist us when issuing your invoice.**

*NOTE: A reminder that these figures do not include the costs of musical instruments and they will be billed based on your preferred billing option.*

**Option 1: Pay Up front all fees and levies by Friday, 9 February 2024 \***

Class	Total Owing	With 5% Discount
Kinder	\$3,205	<b>\$3,044.75</b>
Prep	\$3,515	<b>\$3,339.25</b>
Class 1 & 2	\$3,935	<b>\$3,738.25</b>
Class 3 & 4	\$4,350	<b>\$4,132.50</b>
Class 5 & 6	\$4,465	<b>\$4,241.75</b>

**Option 2: Pay fees and levies by term (inclusive of Building Levy). Fees and levies to be invoiced & paid prior to the start of each term (see invoice for due dates).**

Class	Per Term Fees & levy	Total fees and levies
Kinder	\$801.25	\$3,205
Prep	\$878.75	\$3,515
Class 1 & 2	\$983.75	\$3,935
Class 3 & 4	\$1,087.50	\$4,350
Class 5 & 6	\$1,116.25	\$4,465

**Option 3: Payment Plan \*** – Tamar Valley Steiner has partnered with Edstart to provide families with more flexibility and choice when it comes to the payment of school fees. Families at the school now have the option to spread fee payments over 12 months, and can choose whichever payment frequency and start date best suits the family budget.

To take advantage of a payment plan, parents need to set up an Edstart account. The school will not charge an administrative fee. Edstart has a small administrative fee that is equivalent to the fee previously charged by the school for payment plans.

The process to set up an Edstart account is simple:

1. Visit <https://edstart.com.au/tamarvalleysteiner> and submit your details.
2. Edstart will finalise the setup of your account.
3. The school will advise Edstart of your fee amount once invoiced.
4. Edstart will pay your fees to the school and provide you with the flexibility of using your preferred payment method and frequency.

If you would like to find out more about Edstart, please click [here](#) to visit their website. You can also contact Edstart on 1300 139 445 or email [contact@edstart.com.au](mailto:contact@edstart.com.au)

**Please return this form to the school office by the first Friday of term 4 - 20<sup>th</sup> October 2023.**