FEE SCHEDULE 2011
(Current as of 10 January 2011)

GRiffith School Age Care
Ph: 3735-7551
E-mail: school_age_care@griffith.edu.au
Child Care website: www.griffith.edu.au/childcare

Note: Please phone the Family Assistance Office (FAO) 13 61 50 to see if you are entitled to receive Child Care Benefit (CCB).

It is important that the parent/guardian who registers with FAO gives us their Date of Birth and Customer Reference Numbers (CRN) as well as their child’s date of birth and CRN. (There is a space to put this information on our enrolment form. This is one of the pieces of information FAO uses to ensure our information matches theirs).

BOOKINGS

PERMANENT BOOKING:
These will be your child’s booked days. Your child’s place will be guaranteed on these days. All booked days must be paid for whether your child attends or not. Should you require additional days outside of your permanent booking the casual rate will apply. Please refer to changes/cancellation of care information on the following page.

CASUAL CARE:
It is usually possible to phone and request a casual booking. However, care cannot be guaranteed and will depend on bus seats available and staffing. Please note casual care fees will apply.

CHILD CARE FEES

<table>
<thead>
<tr>
<th>Service</th>
<th>Permanent Booking</th>
<th>Casual Booking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before School Care:</td>
<td>$14.50/afternoon</td>
<td>$20.50/afternoon</td>
</tr>
<tr>
<td>After School Care:</td>
<td>$20.50/afternoon</td>
<td>$27.00/afternoon</td>
</tr>
<tr>
<td>Full time Combined Before and After School Care discount:</td>
<td>$29.00/afternoon</td>
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</tr>
<tr>
<td>Vacation Care:</td>
<td>$44.00/afternoon</td>
<td>$200/week</td>
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OTHER FEES
**Late fee:**
If your child is not collected by 6:30pm you **will** be charged a late fee of $5 for the first 5 minutes then $1/minute thereafter. We have a **zero tolerance** policy on late collection of children.

**1 weeks notice for changes/cancellation of care:**

If you cancel or make any changes to your child’s booking, you are required to give one week’s written notice or you will be charged for all booked days. You can do this in person, by post or via e-mail. You will be charged up to the end of the week whether your child attends or not. If your child does not attend during the period of their one weeks notice CCB cannot be claimed and full fees will be charged.

**$5 Admin fee for failure to give notice of non-attendance:**

If your child will not be attending for any reason, please give the Centre a courtesy call before 2pm on the day of the absence. Please phone: **3735-7551** and leave a message if there is no one to take your call. You **will** be charged $5 if you do not give notice of non-attendance.

**$5 Late Payment fee:**

Your payments should always be up to date. If your payment is two or more weeks overdue you will be charged an extra $5 per week until the account is up to date. Please see office staff if you are having trouble paying your fees.

**Payment Options**

Cash, Cheque, EFTPOS, and Credit Card Direct Debit (Please see office staff for more information regarding payment of fees.)

**Payment options (Staff)**

Salary Deductions, Salary Sacrifice or any of the methods listed above.

**Contact us on:**

**Phone:** 3735-7551  
**E-mail:** school_age_care@griffith.edu.au