

St. John's Lutheran Primary School Ltd

2022 SCHOOL FEES

Dear Parents/Caregivers,

St John's Lutheran Primary School Ltd strives to provide a quality Christian education at an affordable cost to our families. In setting the 2022 fee structure the School Council has been very mindful of the impact any increase has on our families. The Council is also aware of the need to be good stewards, provide sufficient facilities and resources and to deliver a balanced, effective and affordable education program for your child/ren.

For 2022, the Council has agreed to a 2% increase in the fees.

The swimming program cost (\$110) will be included in the tuition fees.

Fee Statements

Statements will be regularly forwarded to each family reflecting account balances.

Payment Arrangements

If you are unable to make payments by the due date you are obliged to contact the Business Administration Officer or Principal. They will negotiate payment arrangements that best meet your circumstances. If accounts are not paid on the due date and the School has not been informed of any special considerations, normal fee collection procedures may occur.

Returned Payments

A dishonour processing fee of \$5.00 per occasion (in addition to any fee charged to the School by Financial Institution) will be charged where payment is returned by a Bank or where the authorized credit card or account deduction by electronic means is denied.

Fee Relief

The school does recognise that some families may need assistance with school fees and in certain circumstances may be able to make available a limited amount of fee relief. To obtain any fee relief it will be necessary, on a confidential basis, to disclose certain financial information to the Principal and/or Business Administration Officer. Fee relief cannot be guaranteed and when offered it is for the current year ONLY and on certain terms and conditions. Fee relief needs to be applied for on an annual basis. Please feel free to speak to our Principal or our Business Administration Officer for more information on this matter.

Notice of Withdrawal

Parents are required to give **one term's written notice** of their intention to withdraw a student from the school, otherwise a full term's fees will be charged. The notice period may be altered by the Principal in situations where extraordinary circumstances are evident, provided prior discussions are held with the Principal.

Payment Options

For your convenience there are a number of payment options available including;

- Internet banking direct into St. John's Bank account
Bank Account details:
Account Name : St Johns Lutheran Primary School Ltd
BSB : 063 536
Account number : 1001 4489
- Cash or cheque in person at school
- Cheques by mail
- Credit card in person at the school, by phone or regular payments as per signed agreement (see attached)
- EFTPOS in person at the school with credit card or debit card
- Payment direct from Parents' bank account.

Building Fund Donations

We encourage Building Fund donation, which are fully tax deductible. These funds are used to reduce current long term loans and to allow for appropriate capital expenditure. Please complete the details below if you wish to make a contribution to the School Building Fund.



Brigita Keiller
School Council Chair



Tara Pritchard
Principal