



# HOLY SPIRIT SCHOOL

2020  
Fee Schedule



## Strive with Spirit

[www.holyspirit.wa.edu.au](http://www.holyspirit.wa.edu.au)

## School Times

	Days	Times
Pre-Kindergarten (3 year olds)	Tuesday & Thursdays	9am to 2.50pm
Kindergarten (4 year olds)	Monday, Wednesday & Friday	9am to 2.50pm
Pre-Primary to Year 6	Monday-Friday	8.50am to 3.10pm

### Tuition Fees for Pre-Kindergarten

Term Fee- Invoiced each term	
Per day	\$75
Half day	\$42
Pre-Kindy Insurance (per year)	\$15

### Tuition Fees for Kindergarten

1 <sup>st</sup> Child in Kindergarten	\$1,353
2 <sup>nd</sup> Child in Kindergarten	\$1,082
3 <sup>rd</sup> Child in Kindergarten	\$812
4 <sup>th</sup> Child in Kindergarten	N/A

Amenities Per family- only for 1 <sup>st</sup> child in Kindergarten	\$200
Building Debt Levy	\$263
Family Levy	\$588
Yearbook	\$40
Optional Building Fund (Tax Deductible)	\$200
P&F Levy	\$110

**Total Fees per annum if only one child is in Kindergarten \$2754**

### Tuition Fees and Other Compulsory Annual Charges (unless specified) Pre-primary – Year 6

	Option 1 Annual Fee	Option 2 3 Instalments <i>Final Payment by end of Term 3</i>	Option 3 Monthly Direct Debit <i>10 Payments (Feb-Nov)</i>
Pre-Primary to Year 6	\$2,256	\$752	\$226
Discount for 2nd Child	(\$451)	(\$150)	(\$45)
Discount for 3rd Child	(\$902)	(\$301)	(\$90)
Discount for 4th Child & More	(\$2,256)	(\$752)	(\$226)
Amenities per child	\$960	\$320	\$96

For a list of small but class specific charges for additional items please see our website: [www.holyspirit.wa.edu.au/fees](http://www.holyspirit.wa.edu.au/fees)

### Levies Per Family

	Option 1 Annual Fee	Option 2 3 Instalments <i>Final Payment by end of Term 3</i>	Option 3 Monthly Direct Debit <i>10 Payments (Feb-Nov)</i>
Building Debt Servicing Levy (CEO)	\$438	\$146	\$43
Family Levy	\$980	\$326	\$98
School Yearbook	\$40	\$13	\$4
Optional: Parents & Friends Association <i>Paid Separately.</i>	\$110	N/A	N/A
Optional: Building Fund (Tax Deductible) <i>Paid Annually or in first instalment.</i>	\$200	N/A	N/A
<b>Total Family Levies</b>	<b>\$1,768</b>		

**Please note:** The default billing option is 3 instalments. If the other 2 options are not selected, then the 3-instalment billing option will be invoiced. Discounts are given for the 2nd and 3rd child. No tuition fee is charged for 4th and beyond children. All other compulsory levies must be paid in full.

## **What do your fees cover?**

The Tuition Fee covers the ongoing teaching, support and administration staffing costs of the School. The annual levies cover the provision and maintenance of buildings, furniture and equipment, utilities such as power and water and the servicing of development loans. Both fees & levies can be paid by one of 3 options (see payment options).

## **Application Fee for Enrolment**

A non-refundable fee of \$35 is payable to commence the enrolment process and is designed to cover administration costs associated with enrolment. The fee should be paid upon submission of the Application of the Enrolment Form. This fee does not guarantee an interview or a place at the School.

## **Acceptance Fee**

A non-refundable fee of \$120 is payable once you have been offered a place at the school.

## **Fee Payment Options**

### *Option 1*

Payment of all fees in full in one instalment in advance and is due two weeks after receipt of invoice. This option is available by direct debit from bank accounts using the Direct Debit Scheme or by paying with Cash, Cheque, BPAY, Credit Card (at the office) or Money Order.

### *Option 2*

Payment of fees in three (3) equal instalments due two weeks after receipt of invoice. This option is available by direct debit from bank accounts using the Direct Debit Scheme or by paying with Cash, Cheque, BPAY, Credit Card (at the office) or Money Order.

### *Option 3*

Payment of fees in ten (10) or more equal instalments **only** via direct debit from a bank account using the Direct Debit Scheme. A nominated date of your choosing is available for direct debits deducted from February to November. Payments can also be made weekly and fortnightly on request.

## **Health Care Card (HCC)**

Health Care Card Assistance is available. Please enquiry at the office for further details.

## **Spilt Billing**

Families who wish to spilt their account equally between two parties must provide written advice to the School, signed by both parties, authorizing the account to be divided equally. The authority should be returned to the Bursar by 31<sup>st</sup> January of each school year.

## **Assistance with Fees or Fees not paid**

Holy Spirit understands and is supportive of families that find themselves in difficult circumstances. In these cases, we please ask that you speak with the Principal at the Holy Spirit School Office as soon as possible.

Holy Spirit School will follow up on all overdue accounts and reserves the right to appoint a debt collection agency or take legal action for the recovery of fees not paid. All expenses, costs and disbursements incurred by the School in recovering any outstanding monies shall be charged to the parent's account. This will only happen where reminder notices are persistently ignored, or arrangements are not made with the School to pay overdue accounts. This is done in fairness to families who do pay fees in accordance with the School's fee policy.

Continuance of a student's enrolment at the School cannot be guaranteed unless all outstanding fees and charges have been paid or a payment arrangement has been made with the Principal.

### **Tax Deductible School Building Fund**

The annual Building Fund Levy is tax deductible and can be claimed on personal income tax. A receipt of payment is available from the Bursar once the levy is paid in full.

### **Optional Tours & Excursions**

Holy Spirit owns a 25-seater bus with seatbelts available for class and school use for learning, discovery, sports, musical and liturgical excursions and tours.

For larger excursions or tours that required additional transportation or facilities such as swimming carnivals additional fees may be required.

### **Music Instrumental Lessons**

We are very fortunate to have skilled and dedicated peripatetic instrumental teachers at our school. Children in years 2-6 come out of class for 30mins individual lessons on: Voice, Guitar, Piano and Drums. Parents pay the instrumental teachers in advance and must give one term's notice before a child can be withdrawn.

For further details of private music lessons and association costs please contact the front office on + 61 8 9341 2551.

### **Fee Review Date**

The School reserves the right to alter, at any time, fees contained in this document. All fees are set and reviewed by the School Board and are reviewed annually for the commencement of the new school year.

### **Insurance**

It is strongly recommended that parents check their health and general policies to ensure adequate medical, personal property and liability insurance cover. Students when at the School are covered by the Catholic Church Insurance Student Accident Insurance Policy. This policy provides a limited cover only (excluding all Medicare services including the Medicare gap). For further information please contact the School office on +61 3 9341 2551.

### **Student Withdrawal**

A full term's notice of withdrawal must be given in writing to the Principal. Verbal notification is not considered due notice. Notice to withdraw a student at the start of next academic year must be given no later than the commencement of Term 4 the previous year. If due notice is not provided, one term of the current annual tuition must be paid. All tuition and levies are non-refundable.



For further information please contact our office:

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