

St Paul's School Early Learning Centre is proud to be a part of the Queensland Government's Free Kindy Program. From January 2024, eligible children will receive a total of 600 hours of free Kindergarten over the year.

## FEES – SESSIONAL KINDERGARTEN

### Queensland Government's Free Kindy Programme

- Full Time Programme (Incl of Free Kindy)      5 days per week      \$9,471 per annum

\*please check eligibility [here](http://www.earlychildhood.qld.gov.au/freekindy) ([www.earlychildhood.qld.gov.au/freekindy](http://www.earlychildhood.qld.gov.au/freekindy))

#### Inclusions:

The fees include:

- Resources
- Sunscreen
- 

#### Out of Pocket Expenses:

The fees cover most compulsory activities and separate Charges may be incurred for some items, including but not limited to:

- Application Fee
- Compulsory Uniform

#### Fees

The Fee is divided into four equal instalments and charged at the beginning of each term.

## TIMING OF PAYMENTS OF FEES

Fees may be paid annually in advance, by term or by monthly/ fortnightly/weekly direct debit.

### Annual Advance Payments

Fees paid for the full year in advance will attract a 4% discount on tuition fees. To qualify for the discount, payment must be made within one week of the commencement of Term 1. It is expected that statements will be issued at least one week prior to the commencement of the term. This information will also be published through the Parent Lounge.

Payment of fees for future years is possible, subject to negotiation with the School.

### Payment per Term

Parents electing to pay per term must pay fees for the term by the first day of each term. It is expected that statements will be issued at least one week prior to the commencement of the term.

### Payment Monthly, Fortnightly or Weekly

Regular payments can be made monthly, fortnightly or weekly by direct debit from a bank account or credit card. When paying by direct debit the full year's fees must be included in the calculation, each term's fees should be cleared by the end of that term and all fees for the year must be fully cleared by 31 October annually.

Extra-curricular charges, including music lessons and instrument hire, must be paid separately and cannot be included in direct debit arrangements.

## FAMILY DISCOUNTS

Family discounts will apply to siblings (not stepbrother or sister) enrolled in Prep to Year 12 at St Paul's School on the tuition fee component of the school fees. Children must be concurrently attending St Paul's School.

**The sibling discount does not apply to children enrolled in the Early Learning Centre (Pre-Prep).**

## OTHER CHARGES

### Dishonour Fees

If a payment to the School is not honoured and the bank charges the School for the dishonour, the School will pass the charge to the family. If any family has more than two fee dishonours in a year, they will be charged an administrative fee of \$15 per instance for the third and subsequent dishonour/s

### Late Payment Fees

Fees that are not paid by the due date each term will attract an administrative charge of \$50.

### Withdrawal of Students

One term's notice in writing is required in the event of a student's withdrawal, for example if a student is not returning in Term 1 then the school must be advised in writing before the commencement of Term 4 in the preceding year. This correspondence should be addressed to the Principal. In the absence of such notice, one additional term's tuition fee will be charged in lieu of notice. This provision will not apply if the Principal is advised within 14 days of notification of a prospective fee increase. Calculation of the grace period will commence from the date of notice of the fee increase.

---

## FEE BURSARIES OR CONCESSIONS

St Paul's School has an expectation that all fees and charges levied will be paid by families as they fall due, however the School does acknowledge that situations may arise that cause unexpected financial hardship. The Principal may consider requests for fee relief in light of the needs of the family and the School. Typically such applications will involve a meeting with the Principal and the provision of financial documents to support the application. The Principal will make any decision at his discretion. Any fee concessions granted will typically be for periods not exceeding one year.

---

## SPLIT BILLING

Split billing is available where two or more people living in separate households are responsible for the payment of School fees. Split billing is offered to provide administrative assistance to the separate households only, and does not alter the parties' joint and several liability for payment of all the fees and charges payable to the School pursuant to the Enrolment Agreement(s) signed by the parties. Written correspondence relating to any unpaid fees will be forwarded to all party/s the subject of the split billing arrangement. No split billing arrangement will be established until the School has received a completed "Request for Split Billing of School Fee Account" Form that has been signed by all parties.

The School will only release a party from responsibility for the payment of School fees where a copy of a legal ruling in this regard (eg Consent Order of the Court) has been provided to the School. In the absence of any such legal direction, the party/s who signed the enrolment paperwork will continue to be held jointly and severally responsible for the payment of School fees and charges.

---

## DEBT RECOVERY

It is expected that fee accounts will be paid as they fall due. Where families have refused to pay fees or arrangements acceptable to St Paul's cannot be made, the School will employ reasonable measures to recover outstanding debts. This could include, but is not limited to, legal action and exclusion of students from the School.

---

## BUILDING FUND, SCHOLARSHIP FUND & LIBRARY

Families are invited to assist with the development of School facilities by making a voluntary contribution to the Building Fund. The suggested figure of \$500 per family is a guide only, and all contributions are greatly appreciated.

Parents are also invited to assist the school by making voluntary contributions to the School's Library. These contributions help the School to provide resources of the highest standard for our students and staff.

We also invite donations to our Scholarship Fund, which is used to provide eligible scholarships, bursaries and prizes.

**Donations to the Building Fund, Scholarship Fund and Library are tax deductible.**

---

## PAYMENT OPTIONS

School fees can be paid:

- online via the School's website - go to [www.stpauls.qld.edu.au](http://www.stpauls.qld.edu.au) and click the "Make a Payment" option at the top of the screen. You will need your BPay Ref number to pay in this way
- by BPay - contact your bank or financial institution to make a payment from your cheque, savings or credit account
- by direct debit - email [fees@stpauls.qld.edu.au](mailto:fees@stpauls.qld.edu.au) for further information
- in person - by cash, cheque or card at the School's Accounts Office, upstairs in the Tooth Building

Details of the fee payment options are included with our Fee Statements.

---

## REGISTERING STUDENTS FOR ENROLMENT

### Registration for Admission

The Application for Registration fee is \$150 (incl GST) per family. It is **non-refundable** and covers the cost of processing applications for admission to the School.

### Considering Prep to Year 12 after Kindy?

Pre-Prep families will be contacted in Term 1 of their commencement year to confirm interest in Prep.

### Enrolment Placement Fee (payable if proceeding to Prep)

The Enrolment Placement Fee is \$500 (GST exempt) per student. It is **non-refundable** and covers the enrolment processing costs. This Fee is waived for Scholarship and Bursary recipients who are new to the School.

### Enrolment Deposit (payable if proceeding to Prep)

An Enrolment Deposit of \$1,000 (GST exempt) per student (to a maximum of \$3,000 per family) is payable by 30 June of the year prior to commencement. For students starting immediately, it must be paid on acceptance of the position. The Enrolment Deposits paid by each family are refunded in ascending value order (for example, if a family has four children and has paid \$1,500 against one child, \$1,000 against another, \$500 against another and nil against another, as the children leave the school the first refund will be nil, the next \$500, then \$1,000, then \$1,500).

Enrolment deposits are refunded within six weeks of the student leaving the school. For further information refer to St Paul's School [Prep – Year 12 Fees and Payments Policy](#)