

Bayside Christian College

2019 Financial Terms of Agreement



2019 Financial Terms and Fee Schedule

Bayside Christian College is endeavoring to work with parents to provide as close as possible, an all-inclusive fee for education. We trust this will provide parents/guardians the opportunity to budget accordingly for their children's education. Items covered in the Annual Tuition Fee include:

- All tuition fees associated with appropriate year level. (Base tuition fee)
- Resource fees and secondary resource fees associated with appropriate year level
- Outdoor educational experiences
- Stationery requirements (basic)
- Annual camp
- Water safety classes/Swimming
- Leadership Breakout Course
- Laptop Usage (includes software packages and technology support)
- Internet Access and Printing
- Access to Chaplaincy and Wellbeing Programs and Activities
- Elective Activities
- College Newsletter
- Student Diary
- Student ID Cards Years 7 -11
- Special Guest Speaker and special event days on campus.

Accounts are delivered at the beginning of each term with expectation they will be paid in full before the end of the current term. We offer a discount of 10% on the Base Tuition Fee for those who would like to pay annually.

Please advise the Administration office of your choice if you prefer this option.



2019 Fee Schedule

Annual Tuition Fees

Year Level	Base Tuition Fee	Resource Fee	Annual Total
Prep	\$1,500	\$650	\$2,150
Year 1-6	\$1,800	\$980	\$2,780
Year 7-10	\$2,000	\$1,200	\$3,200
Year 11-12	\$2,200	\$1,500	\$3,700

Building Fund

The annual Building Fund Levy is a per family levy. The amount is \$400 per year and is billed quarterly in addition to the tuition fees.

Transport Levy

The annual Transport Levy is charged per child. The amount is \$80 per year and is billed quarterly in addition to tuition fees. This levy covers school excursions, trips, swimming lessons travel, camp transport and other external events where children require bus transportation to a venue.

Discounts

Discounts are offered to families with siblings enrolled in Bayside Christian College. Discounts are based on the Base Tuition Fee only and are allocated to children in order of age.

	Discount on Base Tuition
Initial Enrolment	
First Sibling	30%
Second Sibling	60%
Third or more Sibling	100%

Note: No discount on fees is applicable for Kindergarten; however, children enrolled full-time can be included for calculating the sibling discount on school fees.

Bayside Christian College also supports our local and community Christian leaders and offers to assist their children by offering 25% off the Base Tuition Fee for the following:

- Children of Pastoral and Christian Workers (Proof required)
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Billing Schedule

Fees will be billed on a Term basis unless an Annual account is requested in advance. Expectations are that invoices will be issued during the first week of each Term and accounts are required to be paid in full before the end of the term they are applicable to, unless prior arrangements are in place.

Initial _____

Options for Payment

- Annual – Payment in full for the year in advance made in a single installment within two weeks of invoice being issued . (Discount of 10% will be applied to the Base Tuition Fees).
- Term – All fees are due and payable by the last day of term which will be displayed on the invoice when issued. Families may choose to pay by Cash, Cheque, Eftpos or Credit Card at the Administration office, or they may choose to pay via direct deposit to the Bayside Christian College nominated account.
- Payment Plan – Families may negotiate an appropriate payment plan to extend over the school year. Documentation is available for the options using PAYWAY or CENTREPAY.
- Note: Credit Card payments can incur processing fees from some banks.

Collection Guidelines

- Reminders for overdue accounts will be sent out periodically to email addresses provided on enrolment.
- If invoices continue to remain outstanding the college will contact the responsible parties directly to negotiate payment or a payment arrangement.
- If fees remain outstanding or if a payment arrangement fails, Bayside Christian College may send the account to a collection agency of our choice for collection, and student enrolments may be suspended or cancelled.

Initial _____

Miscellaneous Items

Within the school calendar year, Bayside Christian College reserves the right to offer optional opportunities for the students, which are not covered under the Base Tuition Fee. These items will be invoiced directly to the parent/guardian with the expectation the invoice will be paid by the due date (usually 14 days). These items include, but are not exclusive of:

- Secondary Costs from Outside RTO – These costs are associated with secondary electives that use a training provider other than the College, an outside Registered Training Organisation (RTO). When considering such an elective you will be notified of the additional costs. These costs will be agreed upon before starting the course.
- Any EXTRA camp or excursion outside of the annual all school experience provided under the annual fees.
- Core specific equipment eg. Graphic Calculators for senior students

Initial _____



Damage

Parents/guardians accept the responsibility for the repair or replacement cost, including shipping and handling, associated with any lost or damaged items or equipment (eg. Diaries/ID cards/ textbooks/ computer equipment/Library books)

Initial _____

Uniforms

Uniforms will be available for purchase from the school store on nominated days. Expectations are that all associated costs will be paid for at the time of purchase and will not be included on the student account. Families are responsible for keeping uniforms clean, properly maintained and free from rips or damage. The College reserves the right to mandate at the parents cost, replacement of any item it deems does not meet this expectation.

Initial _____

Bus Usage

Those families using the Bayside Christian College bus service to transport students to and from school will be billed quarterly in advance for their bookings. Two week’s notice must be given to temporarily suspend or cancel a booking. An adjustment will be applied accordingly.

Initial _____

I have read, and by my initials understand and accept my obligations.

Date

Signed by all Parents/Guardians



2018 Financial Terms of Agreement

Fee Payment

The College has the right to expect that all parents/guardians will adhere to payment policy and ensure all invoices are paid in full by due dates. In return, the College will ensure that all changes to payment rates and policy will be advised in an appropriate time frame.

- Fees include any amount invoiced to the parent/guardian which is payable to the College on behalf of a student as the result of the student's enrolment at the College and any expenses, loss or damages which the student may cause to become payable.
- Fees for must be paid in full by the end of each term or by the specified due date on the invoice, unless prior arrangement is agreed upon.
- If the outstanding account remains in default without prior agreement, a student/s may not be eligible to attend external school trips and/or extra-curricular activities.
- There will be no revocation of fees in the event a student is absent for any period of time from the College.
- Any liability for loss or damage to personal effects remain fully the responsibility of the student and the College accepts no responsibility in any form.

Financial Agreement

- Both parents/guardians are required to sign a Financial Agreement for each student prior to commencement on the school campus. The Financial Agreement will remain in force for the life of the enrolment of the student or until a new Financial Agreement is signed.
- Where a third party, other than any of the signing parents/guardians, is acknowledging responsibility for the payment of fees and charges for a student, that person is required to sign a separate agreement before the enrolment is accepted. Parents/guardians are responsible for ensuring the College is informed of the mailing address for third parties.
- Parents must inform the Principal of any changes in their relationship with each other since signing the Financial Agreement (e.g. divorce, separation, bankruptcy). In the event of a relationship breakdown, both parties remain jointly and severally liable for the payment of the school fees.

Termination of Agreement by the Parent

If the student is to leave the College, the parent/guardian agrees to give at least one term's **written** notice to the College.

- End of term departure: **Written** notice should be received no later than the first day of the term at the end of which it is intended that the student should leave.
- Mid-term departure: **Written** notice should be received no later than 10 weeks prior to the proposed date of departure.

Failure to comply with departure communication requirements will require parents/guardians to pay or forfeit (as the case may be) to the College – one term's (or part thereof) tuition fee in lieu of notice. The Principal has the right to waive requirements at his/her discretion.

There will be no remission on other levies and charges that have been charged pro rata year to date, due to activities being organized and paid for in advance.

Termination of Agreement by the College

- The Principal will make rules and regulations to govern the conduct of the College and the behaviour of students.
- Parents/guardians will seek to ensure the good behaviour and good endeavor of any student they have placed in the College.
- Any student may be required to leave the College at the end of a term if, in the opinion of the Principal, his/her attitude to work or his/her behaviour is unsatisfactory.
- Any student may be required to leave the College forthwith if, in the opinion of the Principal, he/she has committed a serious breach of discipline or any other act which affects the good order and reputation of the College and its community.
- If the student is so suspended or expelled, it is at the sole discretion of the Principal whether a refund of fees will be made.
- The College may take legal action to recover overdue fees without notice. Parents/guardians agree to indemnify the College against all debt collection costs, and if disbursements incurred as a result of a non-payment of monies owed to Bayside Christian College.
- The College Board in collaboration with the Principal may amend the Financial Terms of Agreement at their discretion with reasonable notice of such changes given to parents/guardians.