



Fees & Charges Policy

Policy Statement

The Bairnsdale Christian College is a registered non-profit organisation registered under the Australian Taxation Office. Therefore, the College will only make payable fees and charges which are appropriate to meeting the needs and purposes of the College, as outlined in the Incorporation documentation.

In summary, they are:

- for the educational benefit of the students enrolled, or to be enrolled at the College
- for the continued viability of the College to continue to provide quality education in the future

Therefore, the calculation of school fees will be to allow the College to function at the required standard of excellence on a day-to-day basis, and to enable the College to have reasonable funds to contribute to capital works (of educational value).

Any capital expansion programs (such as the stages of development of the buildings) will be presented to members within a reasonable time, to allow them to make comments and seek feedback on the virtue of the proposed program.

The financial budgets, which will be presented at the general meeting each year, will forecast expected financial inflows and outflows for the coming year in both recurrent and capital areas. It is not the intention of the Bairnsdale Christian College to mislead the members regarding the financial position of the organisation.

Fees Process

- Full annual fees for the school year will be invoiced in Term 1. Families will receive updated account statements each term.
- Standard terms: A discount of 5% will apply to fees paid within 21 days of invoice date. The discount does not apply where fee relief has been provided or where staff discounts apply.
- Fees can be paid on a weekly, fortnightly, or monthly basis.
- All current year fees and charges must be paid in full by November 30 of that year unless a prior arrangement has been made with the Business Manager.
- Outstanding fees and charges owing after this date will place enrolment for the future year at risk. (Enrolment cannot be guaranteed until outstanding fees and charges are negotiated satisfactorily).

Application Fee

A non-refundable fee of \$50 must accompany each Enrolment Application or \$50 per family where more than one child is being enrolled at the one time. Later enrolment of siblings will incur an additional fee. This Application Fee does not guarantee an offer for placement.

Enrolment Deposit

A start-up fee of \$500 is to be paid on acceptance of any offer. This fee is deducted from the total tuition fee.

Building Fund – Voluntary Donations

The Building Fund provides a means of assisting the College’s building development. We encourage all who are able make donations as a very valuable way of supporting the development of BCC facilities for your child’s future education.

Scholarships

Annual scholarships are offered each year to cover fees and charges for new enrolments in two categories:

- Academic excellence
- Financial hardship

Fee Structure and Rates

Primary Students – Foundation to Year 6		
First Child	Tuition & computer equipment, plus: Subsidises: <ul style="list-style-type: none"> ● Stationery, textbooks, excursions, or other required activities. 	\$2,500 (per year)
	<u>Instrumental Music:</u> <ul style="list-style-type: none"> ● Tuition Fee ● Music Book 	\$150 (per term) \$25 (per term)
Each Subsequent Child	(as above)	\$1,500 (per year)

Secondary Students – Year 7 to Year 10		
First Child	Tuition plus subsidises: <ul style="list-style-type: none"> ● Excursions, camps, or other required activities 	\$3,000 (per year)
	Technology Lease Textbook Levy VETDSS - Materials	\$300 (per year) \$200 (per year) \$450 (per year)
Each Subsequent Child	Tuition plus subsidises: <ul style="list-style-type: none"> ● Excursions, camps or other required activities. 	\$2,000 (per year)
	Technology Lease Textbook Levy VETDSS - Materials	\$300 (per year) \$200 (per year) \$450 (per year)
	<u>Instrumental Music:</u> <ul style="list-style-type: none"> ● Tuition Fee ● Music Book 	\$150 (per term) \$25 (per term)

Booklists	<p>Box of Books: Textbooks</p> <ul style="list-style-type: none"> • All students must have a digital copy of the textbooks at minimum. • Hardcopies are available on request at parent expense. <p>Schoolworks: Stationery</p> <ul style="list-style-type: none"> • All students MUST: • Supply all stationery requirements as per the stationery list. • Supply at least one new A4 notebook for each subject. • Supply all required subject specific books eg. Art folio 	<p>Box of Books: How to Purchase Books</p> <p>Schoolworks Supplies Stationery Portal</p>
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Financial Difficulties

It is not the intention of Bairnsdale Christian College to deny access to any student enrolment based on the family's financial circumstances. Parents/Guardians are encouraged to complete a Fee Relief Application if they are concerned with some aspect of the fee structure or their ability to pay.

Families applying for special consideration may be asked to provide supporting documentation with their application. Fee relief will be provided on a case-by-case basis.

For all families on fee relief a direct debit arrangement must be entered into, for regular payments to be made to cover resources and activities for each school term.

For families eligible for CSEF (Camps, Sports, and Excursions Fund) BCC will require a direct debit arrangement for college fees and charges.

Delinquent Debts

Where a family is unable to pay outstanding fees and charges it is the College's right and obligation to attempt to collect those fees in an appropriate manner. Collection strategies such as employing professional debt collection agencies or engaging legal practitioners to represent the College's interest would be considered appropriate by the college.

At all times the College is prepared to negotiate a reasonable settlement of fees outstanding with families who find themselves in this dilemma. The College sees that it has a responsibility to be fair to all families. The reasonable steps here are considered fair to the families who pay their fees and charges, the College and those that find themselves in the situation of financial difficulty.

Student Numbers

The School Board may allocate a maximum number of student positions for enrolment each year. This number cannot be exceeded, except by a withdrawal by the Board of the original decision and a new maximum established. The Principal will authorise the procedure for the acceptance of enrolments.

Terms of Payment

- Fees can be paid on a weekly, fortnightly, or monthly basis.
- All current year fees and charges must be paid in full by November 30 of that year unless a prior arrangement has been made with the Business Manager.

Parents are strongly encouraged to discuss difficulties with payment of fees or charges to financial situations with the Business Manager.

Business Manager: Mark Summerfield - m.summerfield@bccs.vic.edu.au.