Dear Parents / Guardians

Towards the end of each school year, we prepare our budgets for the next. We do this in consultation with our 7 schools to ensure that they can continue to provide the excellent education for which they are known. Each year we face challenges to ensure that school fee increases are affordable to families. These challenges include technological advances, curriculum changes and insurance costs.

Government subsidies fund our dedicated teachers, specialist services and some of our support staff. The costs of maintaining our buildings, expanding our campuses and day-to-day running of our schools need to be funded separately. In 2015, these costs will amount to approximately $8,000,000. The Parish will provide a subsidy of almost $780,000 in 2015, generated via its other operations. The balance is collected via our School Fees.

This presents another challenge - collecting fees. Unfortunately approximately 16% of families have to be constantly reminded to pay or asked to communicate with our School Fees Department. I remind all families that they are expected to fulfill their individual commitment to the payment of fees. It is most important that school fees are paid according to individual payment schedules and paid in the year to which they relate.

However, we recognize that many factors should be taken into account to ensure that each family’s commitment is just and equitable. The Parish therefore has a “Fee Assistance Programme” in place that takes into account family income, employment situation and number of children. Families facing other hardships that make payment of standard fees difficult are also encouraged to apply, e.g. tragedy in family, severe illness of family members. Families who apply and qualify under this program, are asked to pay a reduced fee that is appropriate to their circumstances. If you would like to apply for this program, please contact the Principal or contact Chrissie or Emma at the Parish Administration Centre on (02) 6588 7444 for an application form. All information supplied is confidential.

We now have almost 3000 families in our schools – a significant number with which to maintain communication. I ask that you read school newsletters and any communication from our School Fees Administration and communicate with them immediately if you face problems with your fees.

I sincerely thank all families who have maintained regular payments towards their school fees.

Thank you for choosing Catholic Education for your children. I look forward to welcoming them into our schools in 2015.

Yours sincerely

Parish Priest
St Agnes’ Parish Schools

2015 ESTIMATED SCHOOL FEES (UNDER NEW FEE STRUCTURE)

SCHOOL FEES REVIEW
The Parish Education Council and Parish Finance Committee have approved a change to the structure of school fees:
• The building fund component payable on a family basis has been removed
• Sibling discounts now apply from the 2nd child and have been increased for 3rd and subsequent children.

These changes will take effect from January 2015.
Estimated fees based on this revised structure are included below. Estimated fees include a 5% increase for 2015.
Actual fees will be approved by the Parish Education Council and Parish Finance Committee near the end of 2014.

2015 SCHOOL FEES SCHEDULE
*** ESTIMATE ONLY (5% increase) ***

<table>
<thead>
<tr>
<th></th>
<th>MacKillop Senior College</th>
<th>St Joseph’s Regional College</th>
<th>Newman Senior Technical College</th>
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<tbody>
<tr>
<td>Senior Secondary</td>
<td>$62.60</td>
<td>$62.60</td>
<td>$62.60</td>
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<tr>
<td>(Years 11-12)</td>
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<tr>
<td>Secondary</td>
<td>$56.15</td>
<td>$973</td>
<td>$973</td>
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<tr>
<td>(Years 7-10)</td>
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<tr>
<td>Primary</td>
<td>$39.20</td>
<td>$679</td>
<td>$679</td>
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<tr>
<td>(Years K-6)</td>
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Discounts
An early payment discount applies (5% in 2014) if fees are paid in full by due date (06/03/2015)
A family discount applies to families with 2 or more children on one account

<table>
<thead>
<tr>
<th>Children</th>
<th>Discount</th>
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<tbody>
<tr>
<td>2</td>
<td>15%</td>
</tr>
<tr>
<td>3</td>
<td>30%</td>
</tr>
<tr>
<td>4</td>
<td>45%</td>
</tr>
<tr>
<td>5</td>
<td>55%</td>
</tr>
<tr>
<td>6</td>
<td>60%</td>
</tr>
</tbody>
</table>

In addition, the individual schools will send a statement for costs such as excursions, book packs, sports and electives. These are payable directly to the school.

Payment Methods
Parish Policy for the payment of School Fees is by Direct Debit or Centrepay deduction direct from your Centrelink Benefits

Direct Debits are available as:
Weekly instalments on a Monday / Tuesday / Wednesday / Thursday / Friday
Fortnightly instalments every 2nd Monday / Tuesday / Wednesday / Thursday / Friday
Monthly instalments on the 1st / 15th / 25th of the month
3 equal instalments on the due dates 1st instalment – 06/03/2015; 2nd instalment – 29/05/2015; 3rd instalment – 14/08/2015
1 annual instalment each year on 1st instalment due date: 06/03/2015 (early payment discount applies)

Centrepay Deductions
Available fortnightly in accordance with payment of Centrelink Benefits.

Other methods available on an Annual or 3 instalment basis ONLY (unless agreed to in writing by the School Fees Department)
BPAY
EFTPOS/Cash/Cheque either at Parish Administration or School Office
Direct deposit to our bank account. Please contact Parish Administration for details.

Issued: 2/5/2014
YOUR OBLIGATIONS

Fees are to be paid in accordance with the payment plan in the year in which they arise.

At the commencement of each calendar year it is important to adjust periodical payments (i.e. BPAY, direct deposits) in accordance with the School Fees Schedule to avoid your account falling into arrears.

Accounts that have not been paid by the due dates or that are not paid in accordance with payment plans will be issued with reminder statements/letters. Responsible persons who do not respond to communication from the School Fees Administration may:

- Be required to attend an interview with a member of the School Fees Administration Team;
- Have their account referred to the Principal for review of continuing enrolment conditions;
- Have their account referred to a Collection Agent for recovery—this would only be after several failed attempts to have the matter of outstanding school fees resolved.

In the event of financial difficulties or other circumstances that make the payment of school fees difficult, please contact the Principal or School Fees Administration to make alternate payment arrangements or to apply for the Fee Assistance Program.

Changes to your personal and/or contact details must be communicated to the School Fees Administration in a timely manner to ensure communication from our office is received. If correspondence is not returned to our office “undelivered”, it is deemed to have been received.

In the event of a family/marital breakdown, the person/s who have signed the Enrolment Application / Family Details Form remain jointly responsible for payment of school fees unless School Fees Administration or the Principal are advised in writing by all affected parties. Each individual who signs the Enrolment Application / Family Details Form is personally liable for the full amount owed and where more than one individual signs, the School Fees Administration may at its absolute discretion elect to pursue any signatory for the full amount owed.

Any split payment arrangements are to be managed between the responsible parties.

All families are expected to fulfil their individual commitment to the payment of fees.

For all information concerning school fees contact:

School Fees Administration Department
Parish Administration Centre
49 Hay Street
(PO Box 1736)
Port Macquarie NSW 24444
Phone: (02) 6588 7444 Fax: (02) 6588 7440
Email: fees@pac.stagnesparish.org.au

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