



PERTH
MONTESSORI
—

FEE SCHEDULE AND POLICY - 2022

There will be no change to the fees in 2022. They will remain at the 2021 level.

| Application Fee | | |
|-----------------|----------|--|
| Application Fee | \$180.00 | The Application Fee is a non-refundable fee, payable on submission of the Application Form. Payment of the Application Fee does not guarantee acceptance of your child at the school. |

| Entry Confirmation Fee | | |
|---|---|--|
| Pre-Kindy, Kindy & Primary | High School | High School |
| Cycle 1 (3 to 6 year olds) Cycle 2 (6 to 9 year olds) Cycle 3 (9 to 12 year olds) | Cycle 4 (12 to 15 year olds) Entrance at Years 7, 8 or 9 | Cycle 5 (15 to 17 year olds) Entrance at Years 10, 11 or 12 |
| \$1,331.00 | \$1,569.00 | \$785.00 |

If a **Letter of Placement Offer** is made and accepted, then the **Entry Confirmation Fee** is payable with the submission of the Enrolment Agreement by the due date included on the applicants **Letter of Placement Offer**.

The **Entry Confirmation Fee** is **non-refundable** and is forfeited should you decide not to continue with the enrolment process.

Final fees for families on School Easy Pay will be taken on approximately 28 November.

| Playgroup (0 to 3 years old) | | | | |
|--|----------------------------------|-----------------|----------------------------|--|
| | Enrolment Application Fee | Term Fee | Additional Sessions | Children Transitioning Playgroup to Cycle 1 |
| 1 st Child | \$40.00 | \$160.00 | \$18 per session | Application Fee waived Priority enrolment - No Waitlist |
| Additional Children | Waived | \$160.00 | \$18 per session | |

| Pre-Kindy, Kindergarten, Primary School Cycle 1 (3 to 6 year olds), Cycle 2 (6 to 9 year olds) and Cycle 3 (9 to 12 year olds) | | | | |
|--|-------------------|--|-----------------------------|----------------------------|
| | Annual Fee | Full Payment with 6% Discount** | Pert Term Payment*** | Monthly Payment**** |
| 1 st Child* | \$11,616.00 | \$11,009.28 | \$2,904.00 | \$1,161.60 |
| 2 nd Child (20% discount) | \$9,177.60 | \$8,692.22 | \$2,294.40 | \$917.76 |
| 3 rd Child (30% discount) | \$8,166.40 | \$7,741.70 | \$2,041.60 | \$816.64 |

| High School: Entrance at Years 7 and 8 Cycle 4 (12 to 14 year olds) | | | | |
|---|-------------------|--|-----------------------------|----------------------------|
| | Annual Fee | Full Payment with 6% Discount** | Pert Term Payment*** | Monthly Payment**** |
| 1 st Child* | \$13,428.00 | \$12,712.56 | \$3,357.00 | \$1,342.80 |
| 2 nd Child (20% discount) | \$10,627.20 | \$10,054.85 | \$2,656.80 | \$1,062.72 |
| 3 rd Child (30% discount) | \$9,434.80 | \$8,933.99 | \$2,358.70 | \$943.48 |

| High School: Entrance at Years 9 to 12 Cycle 4 & 5 (14 to 17 year olds) | | | | |
|---|-------------------|--|-----------------------------|----------------------------|
| | Annual Fee | Full Payment with 6% Discount** | Pert Term Payment*** | Monthly Payment**** |
| 1 st Child* | \$14,056.00 | \$13,302.88 | \$3,514.00 | \$1,405.60 |
| 2 nd Child (20% discount) | \$11,129.60 | \$10,527.10 | \$2,782.40 | \$1,112.96 |
| 3 rd Child (30% discount) | \$9,874.40 | \$9,347.22 | \$2,468.60 | \$987.44 |

| *Annual Fees are Inclusive of the Following, with Discount Applied for Each Sibling | |
|--|----------|
| Building Fund per student | \$968.00 |
| Development Levy per family | \$416.00 |
| Consumable Resource Levy per student | \$120.00 |

Please refer to **Fees Policy**:

- Item 1.5. **Additional Fees** which outlines other potential charges, and
- Item 1.9. **Concessions/Rebates Available for Term/Annual Fees** for potential fee and sibling concessions.

*** Annual payment includes a 6% discount on tuition fees only. Full payment for Annual Fees are due before 14 February of the school year.*

**** To be paid by end of the first week of each Term.*

***** Monthly payments - Only available via School Easy Pay payments taken on 28th of each month from January to December of each school year.*

1. POLICY

1.1. Terms and Conditions

The Terms and Conditions set out in the Application Form, Enrolment Agreement, Enrolment Information and all associated papers and information sheets may be amended from time to time by the Board. Any such amendments and provisions shall continue to apply during the whole period that a student attends the School. Full details of Terms and Conditions under which enrolments are accepted are described in the *Enrolment Agreement*.

1.2. Payment of Accounts

The Board generally sets fees each school year based on:

- 1.2.1. its expected level of Commonwealth and State funding for the year, and
- 1.2.2. the strategic objectives for the year.

1.3. Fees are per child, payable in advance and non-refundable unless otherwise noted. Continuation of enrolment cannot be guaranteed unless outstanding fees have been paid by the due date or alternative financial arrangements have been made. The school will issue a *Fee Statement* to you before the start of each Term.

1.4. All payment methods available are as follows:

- 1.4.1. Perth Montessori's preferred payment method is Direct Debit by credit card, debit card or bank account. No processing fees apply. To set up for Direct Debit and pay by Credit Card/Debit Card or Bank Account click here [School EasyPay Parent Set Up](#),
- 1.4.2. Cheque (made payable to 'Perth Montessori'), Cash, BPay or Direct Internet Account Transfer to Perth Montessori, Westpac Bank, BSB 036-037, Account Number 118381 and include your family ID number as shown on your statement,
- 1.4.3. By Credit Card at the front office, personally or on the phone, using the School's EFTPOS with Bankcard, MasterCard or Visa, or
- 1.4.4. Online by credit card - Visa, MasterCard or Amex

1.5. Additional Fees

Payments for the Building Fund and Development Levy are due in line with a family's chosen payment method either one annual lump sum payment, per term, or per month over 10 months if a family is signed to direct debit.

Extra fees will occasionally be due for: excursions, classroom learning resources, consumable resources, textbooks, subscription levies, specialist tuition or camp fees. These fees are payable as set out on your Fee Statement. In addition, parents are required to provide various consumables and class texts as set out on the class Booklist (Cycle 1 booklist items are included on your Fee Statement). Extra fees are payable when tuition is provided by external tutors, such as music teachers. Such fees are payable by parents directly to those external tutors by arrangement between the

tutor and the parent. The High School students will be invoiced for all Elective Courses, Book Hire Charges and any Resource Fees applicable to their education.

1.6. **Probationary Period for All New Enrolments**

On admission of each child, there is a probationary period of one (1) Term that allows for the child to settle into the school.

If, following this process, the School determines that it is in the child's best interest not to continue enrolment at Perth Montessori, the School will refund on a pro-rata basis, the Tuition Fee, Building Fund Levy and Development Levy.

1.7. **Notice Period for families not receiving Scholarships or Bursaries**

Parents are urged to contact the Principal before making a final decision to leave the school. Notice of intended withdrawal must be given in writing to the Principal.

A fee equal to 1 Terms fees will be applied unless notice of intended withdrawal is provided, in writing (via letter or email to admin@pi.wa.edu.au), to the Principal as per the following - if the intent is to leave at the:

- 1.7.1. End of Term 1 then notice in writing must be given by 12 pm on the last day of Term 4 of the previous year,
- 1.7.2. End of Term 2 then notice in writing must be given by 12 pm on the last day of Term 1,
- 1.7.3. End of Term 3 then notice in writing must be given by 12 pm on the last day of Term 2,
- 1.7.4. End of Term 4 then notice in writing must be given by 12 pm on the last day of Term.

Verbal notification or emails to class teachers are not considered due notice.

1.8. **Notice Period for families receiving Scholarships or Bursaries**

No family, who has given notice, is eligible for any financial arrangement, new or continuing, including Scholarships and Bursaries support; all of which will cease upon notice of withdrawal. Parents are urged to contact the Principal before making a final decision to leave the school, particularly where assistance may be available.

Any family in receipt of any Scholarships or Bursaries who intend leaving the school must give 2 full Terms notice of their intent to leave the school in writing (via letter or email to admin@pi.wa.edu.au) to the Principal as per the following - if the intent is to leave at the:

- 1.8.1. End of Term 1 then notice in writing must be given by 12 pm on the last day of Term 3 of the previous year,
- 1.8.2. End of Term 2 then notice in writing must be given by 12 pm on the last day of Term 4 of the previous year,
- 1.8.3. End of Term 3 then notice in writing must be given by 12 pm on the last day of Term 1,

- 1.8.4. End of Term 4 then notice in writing must be given by 12 pm on the last day of Term 2.

Verbal notification or emails to class teachers are not considered due notice. If such notice is not provided, the family will be liable to pay the full amount of any Scholarships or Bursaries back to the school, will be invoiced for the full Terms Tuition Fees and a fee equal to 2 Terms fees will be applied.

1.9. Concessions/Rebates Available for Term/Annual Fees

Families can apply for discounts on the Tuition Fee. Where the Annual Tuition Fee is paid in one instalment by the end of the first week of Term 1. The discount is:

- 1.9.1. 6% of the Annual Tuition Fee where payment is by cash, cheque or direct internet account transfer, or
- 1.9.2. 2.5% of Annual Tuition Fees where payment is made by EFTPOS or credit card.

Where a child commences after the end of the third week of a Term, a pro rata Tuition Fee for that Term will be charged. All children who commence anytime during the first three weeks of Term will be charged full Tuition Fees.

1.10. Sibling Discounts

Where more than 1 child from the family is enrolled the following reductions in tuition fees are made:

- 1.10.1. Second child - 20%
- 1.10.2. Third child - 30%
- 1.10.3. Fourth child - 100%

Where a child graduates at Year 12, the appropriate sibling discount continues to apply to all remaining students still at the school.

1.11. Late Payments or Overdue Accounts

Please contact the office immediately if you have difficulty in paying the fees by the due date. Information concerning Financial Assistance is available from the office. Unless prior arrangements have been made with the School and are being adhered to; no student may commence a new Term until the family account has been paid in full. The School Board will forward such notification via email.

1.12. For Late Payment:

- 1.12.1. Reminder sent at end of week 1.
- 1.12.2. The first notice of enrolment suspension at end of week 2.
- 1.12.3. Suspension notice end of week 3.

Note: Student will remain suspended until fees are paid in full or a suitable arrangement is reached.

1.13. For non-compliance with Board approved payment arrangements:

1.13.1. The first notice of enrolment suspension at a breach. Suspension notice if the breach is not addressed immediately.

1.13.2. All Late Payments and Overdue Accounts will attract a late payment fee of \$50 per month if not rectified within 21 days.

Note: Student will remain suspended until breach of payment arrangements have been normalised.

1.14. **Temporary Withdrawal**

No holding fee is charged where a child is removed from the school for temporary reasons such as international or national job placements and travel. However, a place will not be held for students enrolling in another Perth school.

1.15. **Queries Concerning this Policy**

In the first instance, parents should direct any questions concerning the school's fees to the Bursar or Principal. Parents may then address any further concerns in writing to the Board of Directors – attention of the Finance Director.