



2nd November 2015

Dear Parents

Today you will receive the 2016 School Fee Package which includes the following:-

- School Fees 2016 Information Sheet
- Calculation Sheet
- Flowchart – Fee Collection and Payment Policy
- Direct Debit Request Form - Green Sheet
- Authority for Recurrent Payment by Credit Card – Blue Sheet
- Extra-Curricular Activities 2016

We value you as a member of our community and the contributions you are making towards the success of St Joseph's, and therefore your child's education.

School Fees are set annually, in consultation with the Very Rev. Fr David Pascoe, Parish Administrator Kangaroo Point/East Brisbane, the Parish Finance Council, School Board and myself, as part of the process of setting a yearly budget. It takes into account the priorities highlighted within our School Renewal Plan and the fee and levy recommendations from the Catholic Education Council for the 2016 school year. I am happy to report again in 2016 we have kept the increase in fees and levies to a minimum.

As St Joseph's is a Parish School within the Archdiocesan Catholic Education system, no one is ever turned away through inability to pay. Special consideration is available for families with financial difficulties and arrangements can be made with the School Principal. Once again in 2016 we have chosen to simplify our School Fee Statements across the year by adding levy amounts to the total School Fees package, rather than the ad hock addition of various amounts on a month by month basis; I envisage that there will be no additional charges added to fees throughout the year, however students enrolled into our Music Program will be billed quarterly at the beginning of each term. Fees are set for twelve months, and accounts will be sent home monthly from February to November (10 billing cycles).

Commonwealth and State Governments provide Catholic Schools with approximately 84% of the average annual cost of educating a student. This is done by determining the average amount spent by government to fund a state school student then applying the percentage. Fundraising, donations and other income raised by state school communities are not taken into account when determining the amount. Fees and levies charged by Catholic schools go towards making up the difference, and more importantly, to help ensure we can provide a high quality Catholic education for your child.

The tuition fees include an amount remitted centrally, the Archdiocesan Education Levy, which provides shared resources to all schools within the Archdiocese. Also included is a levy of \$20.00 per family to provide for the future purchase of land for future school development within the Archdiocese. This is a vital investment in the future of Catholic schooling within the Archdiocese.

To assist with administration we ask that all direct debit requests forms be returned prior to the end of the year.

26 -36 Leopard Street, Kangaroo Point QLD 4169 | PO Box 1856 New Farm QLD 4005

Phone (07) 3391 5397 | Fax (07) 3391 5186
pkangaroopt@bne.catholic.edu.au | www.stjosephskpt.qld.edu.au

The details of other levies are:

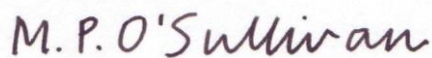
1. The **Resource Levy** is \$300.00 per student which covers the purchase of all Art Specialist materials, stationery, consumable items, photocopying, and art and craft supplies used within the various year levels. This amount will also cover Subscriptions to various websites such as Mathletics, Reading Eggs and World Book Online, which is available to all students.
2. In 2016 the school is seeking to implement a **comprehensive** Sporting Program. The **Sports Levy** for 2016 will be \$150.00 per student. This levy assists with the costs of running buses to interschool sports events which have significantly increased over the past twelve months, sports development initiatives, Interschool Sports Years 4-6, a Professional Swimming Program facilitated by Mark & Vicki Lorrimer from Lorrimer Swim School for Term 4 (6 x 45 minute lessons in Term 4) and Dance Cart lessons (a comprehensive, quality, outcomes based dance program) for all students.
3. The **IT Levy** of \$120.00 per student will contribute to the upkeep of our infrastructure, establish a Replacement Cycle for instructional computers, and establish a Technology Replacement Budget. The challenge before us is to select technology that will enhance student learning. It is also very clear that the options are constantly changing as technology improves and we learn more about how to manage it to provide learning opportunities for students.
4. Excursions/educational activities are an important part of your child's education and help enrich class programs. Parents are required to pay for excursions and incursions, end of year breakup excursions, visiting artists and a variety of educational activities throughout the year. Therefore the excursion levy alleviates the need to collect these small amounts of money on a continual basis. In line with School Policy there is no refund on the excursion levy where students do not attend a prescribed activity. The **Incursion & Excursion Levy** for 2016 will be \$170.00 per student.

Further information on the Extra Curricula Program for 2016 is also attached.

Families may wish to make a voluntary contribution to a 100% tax deductible Library Fund. Once payment has been received, parents will be given a tax receipt. All families are encouraged to make this contribution to support the school in the purchase of resources needed in the library.

In determining fees for the coming year I am mindful of being fair and equitable to school families. Our community uses family fee payments to meet significant loan commitments and for utility costs such as insurance, electricity, rates etc as well as the costs associated with ensuring that adequate resource levels are maintained. I encourage you to communicate with me regarding any concerns or issues you may have with fee payments.

With kind regards,



Micheal O'Sullivan
Principal

School Fees 2016

School Fees & Levies	1 Child	2 Children	3 Children or more
Total	\$1500 ***	\$2010 ***	\$2380 ***
***See Additional Charges			

SCHEDULE OF SCHOOL FEES AND LEVIES

This covers:-

- Tuition Fees, Key Learning Area budgets and contribution to Catholic Archdiocesan Education Levy for salaries and the futures fund, Repayment of loans, Catholic Futures Fund
- Payment of recurrent operating expenditure e.g. rates, insurance, electricity, telephone, security etc.

*****Additional Charges*****

- **Resource Levy - \$300.00 per student**
Reading Eggs, World Book On line, Mathletics, Purchase of stationery, consumable items, photocopying, consumable texts, Art materials used in specialist lessons and craft supplies used within each class. **School Care Insurance Cover** - includes insurance cover for school camps, school sports, camps, travelling to and from school or school activities. It includes any activity organised/ authorised by the school. It also covers before and after school care. All parents, when they pay their fees, receive accident insurance for their children which covers them, essentially, for any School Activities for the entire year.
- **Sports Levy - \$150.00 per student**
To cover the cost of seat-belted buses to interschool sport, swimming and various other sporting initiatives.
- **IT Levy \$120.00 per student**
This levy will contribute to Upgrade Classroom Technology, Establish a Replacement Cycle for instructional computers, Contribute to Network Infrastructure Upgrades, and Establish a Technology Replacement Budget.
- **Excursion & Incursion Levy \$170.00 per student**
Bookweek Speakers, Sexuality Education Programs, End of Year Excursions, visiting artists and a variety of educational activities inside and outside of the school throughout the year.
- **Prep Levy \$300.00 per child**
To cover the cost of consumables used in Prep across the year.
- **Building Fund Levy \$620.00 per family**
Loan repayments, maintenance costs, grounds person salary, contract cleaning etc.

- **P & F Levy - \$260.00 per family**
P&F Federation Levy which is passed on to the P&F Queensland Association and to help with the repayment of Loan commitments.

Additional Charges Yrs. 4 – 6 only (*These amounts will be billed on the February Statements*)

- **Strings Program Yrs. 3 – 6 only.** The Provision of a Violin which will be taught during Music Lessons for all Yrs. 3 to 6 students. \$100.00 per student (**One off charge Feb 2016**)
- **1:1 Laptop Program Yrs. 5 – 6** \$420.00 per Student, Provision of Surface Pro 3 (\$250.00) Portable Keyboard (\$140.00) and Surface Pro 3 Protector (\$30.00) (**One off charge Feb 2016**)
Please note: An excess of \$350.00 is payable on any Insurance Claim
- **Camp Charges – Yrs. 4 – 6**
Year 4 \$ 130.00 (day camp)
Year 5 \$ 260.00 (3 day 2 night camp)
Year 6 \$ 260.00 (3 day 2 night camp)

Optional and Additional Charges:

- **Extra Curricula Activity Levies:**
These vary depending on the activities chosen. Separate flyers are provided with these details.
- **Tax Deductible Library Fund Contribution:**
We ask that you consider making a donation to the Tax Deductible Library Fund. This may be made as a lump sum payment or on a monthly basis via the direct debit system. It is used to add further resources for the Library which are not able to be funded by the school budget or government grants.
- **Concessions:**
In recognition of each family's differing capacity to pay school fees, we provide fee concessions for families in difficult financial circumstances. Please ask for a concession package. A system 'index' is applied to ensure equity for all.

Discounts and Credits:

A \$50.00 discount will be granted if full payment of the annual school fees and levies are received by **Monday 1st February 2016**.

PAYMENT METHODS

• DIRECT DEBIT AUTHORITY

This is the school's preferred method of payment.

The appropriate forms are accompanying this note.

Forms need to be completed and returned to School by the end of this School year or otherwise by 1st February, 2016 at the latest. The 2016 Direct Debit Form allows for Parents to auto fill in the form electronically.

• BPAY

BPAY is also an available option for payment. All details for use of BPAY will be shown on the 2016 February Statement of Fees and Levies.

• CASH OR CHEQUE

Payment may be made by cash (always pay in person) or by cheque. Fee payments may be made weekly, fortnightly, monthly or yearly in advance.

• CREDIT OR DEBIT CARDS

Payment may be made by filling in your Credit Card details on the School Fee Statement and returning it to the school for processing. Full EFTPOS facilities are available for Debit Cards at the Office. The option for a recurrent payment by credit card is also available. Should you wish to avail of this option please complete the blue sheet and return it to the school by Friday 29th January 2016 at the latest.

SCHOOL FEES BY DIRECT DEBIT

Direct Debit is St Joseph's School's preferred method of fee payment

Direct Debit Authority allows the Archdiocesan Development Fund (ADF) to deduct from your account an agreed amount weekly, fortnightly, monthly or quarterly, on behalf of St Joseph's School, to cover any or all of the School Fees mentioned on the front of this form. If you use direct debit as your method of payment it is important that you read the Service Agreement on the reverse of the Direct Debit Form.

BENEFITS

- Transmission occurs automatically each month
- Transmission is secure – no cash changes hands
- The process of counting and banking funds is greatly reduced, assisting the school's administration
- This is a **FREE** service
- The ADF guarantees complete confidentiality on behalf of St Joseph's School.

CONSIDERATIONS

- The rejection of a direct debit by your bank due to insufficient funds in the nominated account incur charges to your account from your bank. These charges are completely outside the control of the ADF or St Joseph's School. In addition, the ADF will charge the school a rejection fee for every direct debit that is rejected due to insufficient funds being available in the family's nominated bank account. The School will in turn pass on to the family the cost of rejection, namely \$15.00.

- You will need to contact your bank or financial institution to establish if your account is suitable for direct debiting to occur. Credit card and passbook accounts cannot be used for direct debits.

- **Because school fees will change from year to year, a new Direct Debit Request Form will need to be provided each year.**

HOW TO BECOME A DIRECT DEBIT USER

- Complete the Auto Fill Direct Debit Request Form forwarded with this information.
- **Return the completed form to the school office by the end of the school year or if that is not possible by 29th January, 2016 at the latest.**

FEE COLLECTION & PAYMENT POLICY

- Fee Statements are issued at the commencement of each month, usually by the end of the first week.
- Parents are required to pay the account by the due date which is always shown on the fee statement.
- A reminder notice is forwarded for accounts that are unpaid after the due date.
- Should accounts still remain outstanding a letter will follow setting out options available for payment and the date by which one of these options must have taken place.
- Following the date mentioned in the last item if the account still remains unpaid final notice will then be sent giving a further seven days to pay.
- Should an account remain unpaid after sending a Final Notice then the School is reluctantly forced to engage the services of a professional debt collection agency. Please be aware that all debt recovery costs associated with such services will be passed onto the families concerned. Once accounts have been handed to the debt collection agency the matter effectively passes out of the School's control. Your credit rating may also be affected.

PAYMENT DIFFICULTIES

If you are experiencing difficulties in paying your account please contact the school Principal as soon as possible, preferably before the due date. All requests are treated with complete confidentiality by the Principal. We will then be in a position to offer some assistance such as extending the time to pay or offering a payment by installment option.

CONCESSIONS

In cases of financial hardship the School will consider offering a concession on Tuition Fees. Concession applications are accepted at the commencement of each year or when the hardship occurs. Concessions on fees are not ongoing and applications must be resubmitted at the commencement of each new school year. It is necessary to make an appointment with the Principal to discuss this matter. Concessions are means tested in line with Federal Government Poverty Guidelines under which all income is taken into consideration including wages, Centrelink payments etc as well as housing costs eg rent or mortgage.



2016 Fee Calculation Sheet

To assist you in calculating the amount for 1, 2 3 or more children, we have listed below the basic costs involved. This also includes instrumental music program charges.

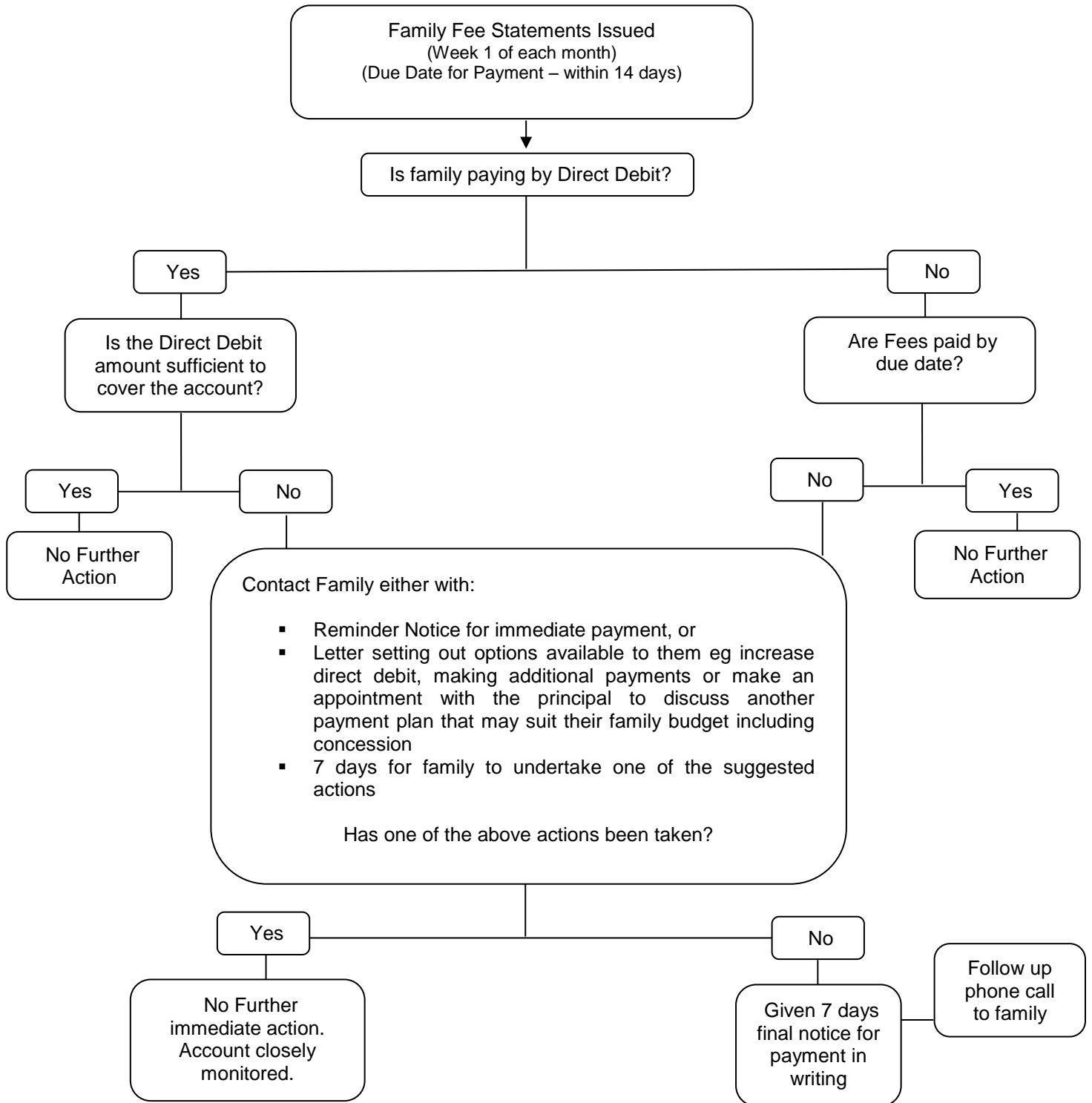
FAMILY _____ **YEAR LEVEL** _____

FEE PAYMENT TABLE

CALCULATION

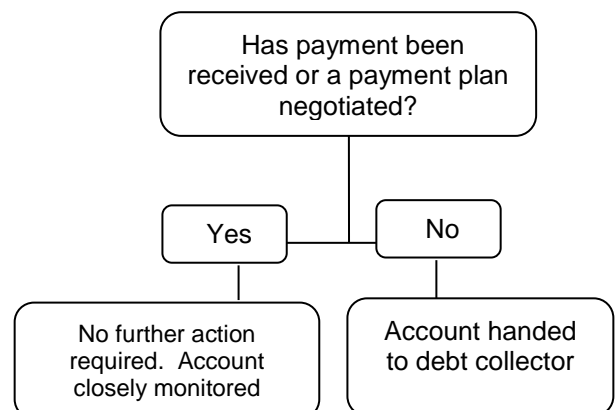
Please select the appropriate charges	Base Charges	1 child	2 children	3 or more
FEES				
1 Child	\$1,500.00	\$1,500.00		
2 Children	\$2,010.00		\$2010.00	
3 or more Children	\$2,380.00			\$2,380.00
Resource Levy (per child)	\$ 300.00			
Sports Levy (per child)	\$ 150.00			
IT Levy (per child)	\$ 120.00			
Excursion/Incursion Levy (per child)	\$ 170.00			
Prep Levy	\$ 300.00			
Building Fund Levy (per family)	\$ 620.00			
P & F Levy (per family)	\$ 260.00			
1:1 Laptops (Years 5-6 Only) (Levied on February Fee Statement)	\$ 420.00			
Years 3-6 (Strings Program) (Levied on February Fee Statement)	\$ 100.00			
Camp (per child)				
Year 4 (Day Camp)	\$ 130.00			
Year 5 (3 day/2 night Camp)	\$ 260.00			
Year 6 (3 day/2 night Camp)	\$ 260.00			
Music Lessons (36 lessons per year)				
Private Lessons				
• 20 minute [Drums] \$23.00 per lesson	\$ 828.00			
• 30 minute \$35.00 per lesson	\$1,260.00			
• 45 minute \$50 per lesson	\$1,800.00			
Group Lessons \$25.00 per lesson	\$ 900.00			
TOTAL FOR THE YEAR		\$	\$	\$
PAYMENTS SCHEDULE PER WEEK/FORTNIGHT/MONTH		\$	\$	\$

St Joseph's Catholic Primary School Fee Collection & Payment Policy



Collection Fees are charged to families as follows:

- \$15.00 (inc GST) for all dishonoured Credit Card and Direct Debit payments and cheques
- \$25.00 (inc GST) administration fee for follow up of all accounts in arrears
- All fees paid by the school for the debt collection agency will be passed onto the families concerned








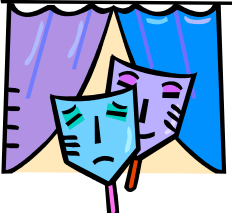


Extra-Curricula Activities






Extra-curricula activities are a means of enriching your child's life and building on their skills. Parents should be aware that in planning a child's year, a balance should be struck between commitments and available time, energy and finances.

After choosing an extra curricula activity for your child, it is important to remember that you and your child have made a firm commitment to participate in the chosen activity for the **full calendar year**. This is crucial as a student dropping out has various repercussions – the main one being changes to staffing arrangements and performances of the group at competitions/displays etc.

If a child is to withdraw from an activity it would be possible **ONLY** at the **end** of a term (**after giving 3 week's notice to the Teacher of the activity**). Not turning up on the first day of the next term is not acceptable, and full fees for that term would be charged. Please note that unless notice is provided to the provider, fees will continue to be charged.

<p>String Ensembles</p> <p>Sr Mary Ancilla</p> <p>Sr Mary Regina</p> <p>Year Levels: 1 to 6</p>	<p>Membership in our String Ensemble provides great benefits of fulfilment, shared achievement and involvement with music camps, performances and special events which are significant positives for a child. Should your child show a desire to be part of the String Ensemble he/she will be tested for instrument suitability. Instrument choice is determined by preference, suitability and balance within the ensemble. Each individual must be prepared to practice regularly at home, if they are to enjoy their ensemble and keep pace with others in the group.</p> <p>Cost: FREE</p> 
<p>Sr Mary Justine Choir Yrs 3 – 6</p> 	<p>The St Joseph's Choral program has been very successful and popular. The children develop confidence, improve their singing skills and have a great deal of fun. The children will sing a mixture of popular songs and special occasion songs.</p> <p>The Choir has a 30 minute lesson once a week. Assemblies, Music Festivals, Eisteddfods, School Liturgies and end of year performances are part of the program.</p> <p>Cost: FREE</p>
<p>Keyboard/Piano</p> <p>Year Levels : Prep to 6</p> 	<p>All aspects of keyboard playing are taught including reading, writing, rhythm and aural skills in a fun and relaxed manner. These skills also provide an excellent basis for learning a band instrument later on. All students receive progress report and examinations are catered for if required. Lessons are conducted in small groups or privately. Lesson times are before, during and after school. Actual lesson days will be determined based upon the level of interest. This will be advised early in 2016.</p> <p>Cost: Please refer to the 2016 Music Handbook available from the School Office</p>
<p>Strings Violin, Viola, Cello & Double Bass</p>  <p>Year Levels: Prep to 6</p>	<p>The string program at St Joseph's is ever expanding and the violin is a perfect instrument for children to learn and consequently gain the fundamental knowledge required to allow them to go on and learn any of the other String Orchestra instruments too (these include the viola, cello and double bass). Our specialist teachers provide tuition on all of these instruments in 30-minute small group lessons or one-on-one private lessons (a waiting list may apply for private lessons) While it is desirable for students to supply their own instruments (especially smaller children in Prep/Year 1 who require smaller sized instruments), the school does have a number of 1/2 and 3/4 sized violins and 3/4 sized stringed instruments available to hire on a term-by-term basis.</p> <p>When students reach the desired skill level, our Music Specialist Teachers will ask them to be a member in the Sr Mary Ancilla or Sr Mary Regina String Ensemble. As it is with all students who receive Instrumental Music Tuition, students learning a stringed instrument are provided with a progress report at the end of semesters 1 and 2.</p> <p>Cost: Please refer to the 2016 Music Handbook available from the School Office</p>

<p>Guitar</p>  <p>Year Levels: Prep to 6</p>	<p>The Acoustic and Electric guitars are popular instruments to learn at St Joseph's with tuition being offered by our music specialist teachers in 30-minute small group lessons or one-on-one private lessons (a waiting list may apply for private lessons) Students learn to read and play Classical and Popular style melodic songs as well as chord-based, strumming accompaniments. As a result of reading and learning about the rhythmic and melodic aspects of guitar playing, students also develop literacy and numeracy skills that are transferrable across all areas of schooling. When students reach the desired skill level, they will become a member of the school Guitar Ensemble. As it is with all students who receive Instrumental Music Tuition, students learning the guitar are provided with a progress report at the end of semesters 1 and 2.</p> <p>Cost: Please refer to the 2016 Music Handbook available from the School Office</p>
<p>Speech & Drama</p> <p>Year Levels: Prep to 6</p> 	<p>Miss Katrina conducts Speech & Drama lessons during school each week. The aim of these lessons is to assist children in the development of self- confidence, clear articulate speech, confidence in public speaking and skills for acting. Extra tuition for children wishing to participate in Eisteddfods and speech exams may be provided for an additional cost. Lessons are conducted during, before and after school. Actual lesson days will be determined, based upon the level of interest & will be advised early in 2016. Being involved in Speech and Drama can make a positive difference to a child's academic and social development. When learning Speech and Drama it is hoped that increased group dynamics and social interaction between children will result.</p> <p>Drama can increase a child's self-confidence, in and out of the classroom, and such self-assurance will continue throughout their schooling. Creative and analytical thought and physical expression will be further developed, and allowed to evolve through Drama. Practical skills such as reading, oral presentations, and public speaking will also be improved through the art of Speech and Drama. St Joseph's students have participated in the Brisbane Eisteddfod, AMEB. (Australian Music Examination Board) Drama Exams and school-based activities such as the Drama assemblies. In all of these areas the students have received very pleasing results. However, whether students wish to participate in such public activities is completely optional.</p> <p>Small personalized classes of four to six students will be conducted, and these group lessons run for one hour. All lesson times will be arranged in accordance with the classroom teacher's preferences for times suitable for children from their class. The price is in line with the Queensland Speech and Drama Teachers Association fee schedule, each hourly lesson will be \$14.00 per student. A 5% discount for students of the same family will apply. Individual half hour lessons can be arranged, at a different fee.</p> <p>If you have any questions please email me kolley@bne.catholic.edu.au or mobile 0411 129 123. A Speech & Drama enrolment form is also attached.</p>
<p>Chess</p> <p>Year Levels: Prep to 6</p> 	<p>The Chess Club invites any children with an interest and love of Chess to join the St Joseph's Chess Club.</p> <p>Classes give students an opportunity to take part in Regional and School Competitions.</p> <p>Cost: To be confirmed/Minimum Number of Participants Required</p>
<p>Cricket</p> <p>Term 1 & 4 – Thursday</p> <p>Year Levels: Prep to 3</p> 	<p>The MILO in2CRICKET Program offers children aged 5 to 8 years the opportunity to kick start their cricket career, learn lots of new cricket skills like batting, bowling catching and throwing, as well as social skills allowing them to make new friends and most importantly - HAVE FUN!</p> <p>All participants receive a structured 7-week program which provides each participant with the opportunity to develop; cricket skills, physical fitness, social skills, sportsmanship and an understanding of the game of cricket.</p> <p>On top of that everyone receives an exciting giveaway pack exclusive to the program.</p> <p>Cost: To be confirmed/Minimum of Participants Required</p>

<p>Auskick</p> <p>Term 2 – Thursday Year Levels: Prep to 6</p> 	<p>The NAB AFL Auskick Rookie program is where it all starts. Children from ages five to eight learn the fundamental skills required to participate in Australian football. Rookie sessions usually consist of a warm up, followed by skill activities designed to improve and familiarise participants with the necessary skills of the game.</p> <p>Weekly sessions end in a modified game where children can hone their skills in a safe, controlled environment. The NAB AFL Auskick Pro Program encourages children to build on the skills they've learned throughout the Rookie program. Simulated match activities and drills offer children a more advanced and challenging environment to test their drop punts, handpasses and marks.</p> <p>Modified match practice is a feature of the NAB AFL Auskick Pro sessions and is important in preparing children for the progression to the next step in the AFL pathway; AFL Junior.</p> <p>Cost: To be confirmed/Minimum Number of Participants Required</p>
<p>Brisbane Roar Development Squad – After School Tuesdays Term 2 & 4</p> 	<p>Some of the things that football players can do with a round ball is truly breathtaking, and the language of football is one that reaches even the furthest corners of the world!</p> <p>You'll improve your skills, build your stamina and have a great time while you learn in your six-a-side games. With constant rotation, everyone will get plenty of touches on the ball, time to run at their players and of course a chance to bury a few goals!</p> <p>Cost: To be confirmed/Minimum Number of Participants Required</p>
<p>Rookies to Red Term 3 Wednesday</p> 	<p>Through St George Rookies2Reds, boys and girls aged between five and eleven are taught the basics of Rugby while also learning about the benefits of a healthy and active lifestyle which is promoted throughout the sessions along with Rugby's key values of teamwork, fairness and respect. Lessons are structured around the needs of the age groups; Little Legends (ages 5-7), Junior Champs (ages 8-9), and Future Stars (ages 10-11).</p> <p>As well as professional coaching, participants also receive a special St George Rookies2Reds pack which includes a variety of gear including a backpack, Rugby ball, ball pump, lanyard, member benefits of 10% off Reds merchandise and Reds tickets as well as either a lunch, box, slap watch or hat.</p> <p>Cost: To be confirmed/Minimum Number of Participants Required</p>
<p>Tennis</p> <p>Year Levels: Prep to 6</p> 	<p>Tennis coaching is conducted both before school each Tuesday and Thursday. Children will be graded early in the first term so that groups of similar ability and age are formed. Tennis competitions will be held during the year.</p> <p>Cost: Various Costs Depending on Program.</p> <p>Please contact Ace Tennis – Andrew Grocott 0403 128 235 www.acetennisaustralia.com/</p>
<p>Netball</p> <p>Monday Terms 2 & 3 Prep to 3</p> 	<p>CLEVER LITTLE ONES NETBALL SKILLS AFTER SCHOOL PROGRAM</p> <p>Mondays 3.10pm – 4.10pm</p> <p>The program includes 8 weeks of netball skills, annual registration administration, a t-shirt, a netball and a certificate of completion.</p> <p>Cost: To be confirmed</p>