



29th October 2019

Dear Parents

Today you will receive the 2020 School Fee Package.

We value you as a member of our community and the contributions you are making towards the ongoing success of Our Lady of Lourdes School, and therefore your child's education.

School Fees are set annually, in consultation with Brisbane Catholic Education, the School Board and myself, as part of the process of setting a yearly budget. Our School Fees take into account the priorities highlighted within our School Improvement Plan and the fee and levy recommendations from the Catholic Education Council for the 2020 school year.

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 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.

As Our Lady of Lourdes 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. Fees are set for twelve months, and accounts will be sent home at the beginning of each Term.

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 a percentage. 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.

Our Lady of Lourdes provides a high-quality Primary education from Prep to Year 6. This will continue into the future and strengthen as we continue to refine and revise our offerings to children.

Our Lady of Lourdes is an amazing school with an excellent reputation for our Music, Arts, Academics, Sporting, Languages Other Than English and Technology programs.

Our Lady of Lourdes seeks to provide a high-quality academic education for all our students, giving due emphasis to the fundamentals of literacy and numeracy skills required for both learning and life. Our Lady of Lourdes delivers the Australian Curriculum and offers a broad curriculum and co-curricular options in well-resourced and equipped classrooms, with full Information Communication Technologies (ICT) integration and all the requirements for contemporary learning in the 21st century.

Please understand that Our Lady of Lourdes Primary School will continue to plan for the future, which will include identifying potential cost reductions to ensure future fee increases are manageable for all. It is not however our intention to reduce costs at the expense of the high-quality education program offered to our students.

For those families experiencing short or long-term genuine inability to pay fees, we are committed to providing support to ensure that enrolment is not compromised. Please contact the Principal for further information concerning the concession application process.

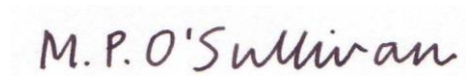
The fees include an amount remitted centrally, the Archdiocesan Education Levy, which provides shared resources to all schools within the Archdiocese. Also included is a levy of \$23.00 per family to provide for the purchase of land for future school development within the Archdiocese. This is a vital investment in the future of Catholic schooling within the Archdiocese. *Please also refer to our School Fees Policy on our school website.*

To assist with Administration, we ask that all Direct Debit, Credit Card Authority Forms be returned prior to the end of this year.

Families may wish to make a voluntary contribution to a 100% tax deductible Library Fund or School Building Fund. Once payment has been received, parents will be given a tax receipt at the end of the financial year. All families are encouraged to make this contribution to support the school in the purchase of resources needed in the library and contribute to ongoing infrastructure for students.

With kind regards,

Micheal O'Sullivan

A handwritten signature in dark ink that reads "M. P. O'Sullivan". The signature is written in a cursive style with a capital 'M' and 'P' followed by a period, and 'O'Sullivan' in a similar cursive script.

Principal



2020 SCHOOL FEES AND LEVIES SCHEDULE

Email: psukfinance@bne.catholic.edu.au

2020 Fee Schedule		
Tuition Fee	Term Fee	Annual Fee
1 Child	\$436.50	\$1746.00
2 Children	\$593.75	\$2375.00
3 Children	\$724.50	\$2898.00
4 Children or more	\$811.75	\$3247.00

Year Level Resource & Activity Levies Per Year in addition to the above fees

	Family	Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Technology Levy		\$210.00	\$210.00	\$210.00	\$210.00	\$210.00	\$210.00	\$210.00
Insurance Cover - IPAD							\$80.00	\$80.00
Resource & Activity Levy		\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Sports Levy						\$100.00	\$100.00	\$100.00
Class Levy (inc Book Pack)		\$140.00			\$140.00			\$210.00 Includes Graduation
Instrumental Music Immersion Program						\$200.00		
Capital Levy (per family)	\$540.00							
P & F Levy (per family) Includes \$30 Fete Levy	\$155.00							
Swimming Levy (per family)	\$215.00							
Swimming Levy (per child)	\$115.00							
Camps						\$130.00	\$300.00	\$1100.00

Explanation of Fees and Levies

Tuition Fee	General tuition, administration and operating costs.
P & F Levy	Replaces many of the traditional fundraising events such as chocolate drives etc. These funds are used to support the school with additional resourcing
Fete Levy	Replaces the donation days for Fete Products
Capital Levy	Support towards buildings and maintenance including loan repayments
Resource & Activity Levy	Support towards miscellaneous materials supplied directly to students, online subscriptions, student excursions and incursions, buses and additional classroom resources.
Technology Levy	Support towards the maintenance and renewal of infrastructure, hardware and software
Sport Levy	Support towards sport affiliation fees and buses to interschool sport

Instrumental Music Immersion Program	Inclusive of full instrumental music program for Year 4 group lessons and instrument hire
Swimming Levy	This is used to maintain and improve the pool facilities and to help offset the cost of employing qualified swimming instructors
Book Levy	Payable in Term 4 of the prior year

SCHOOL FEES PROCEDURES

1. Fee statements are issued to individual families by the end of week two of each term, by email.
2. Payment is due in full within 14 days of issue, unless paying by Direct Debit. All extensions or individual payment plan requests must be made in writing to the Principal or the Finance Officer and will be responded to in writing to confirm the agreement.
3. Unpaid accounts will receive an overdue notice for payment, 7 days after the due date.
4. Families with outstanding amounts 14 days after the due date, will receive a further letter requesting payment or a formal payment arrangement with the school within 7 days.
5. Should the account remain unpaid, then all overdue accounts without a formal payment arrangement, will be considered for debt collection options.
6. Consideration will be made to forward the account to our contracted Debt Collection Agency.

Discounts

A \$50.00 discount is offered to Parents who choose to pay their **full base rate of Annual Fees** in advance by February 28th 2020. Please contact the Finance Officer for further details.

Payment Options

Payment of fees can be made by the following methods:

- Cash
- Cheque
- BPay
- Direct Debit Authority
- Credit Card Authority – Mastercard or Visa

The option for a recurrent payment by Direct Debit or Credit Card is the School preferred method of Payment. ***Forms need to be completed and returned to School by the end of this School year*** or by commencement of the 2020 school year. The Forms are available on the School Portal and Parents can auto fill the forms electronically. A ready reckoner for calculating your fees is also available on the school website.

Benefits of Paying directly

- Transmission occurs automatically each month
- Transmission is secure – no cash changes hands
- This is a **FREE** service
- The ADF guarantees complete confidentiality on behalf of Our Lady of Lourdes School.

Payment Difficulties

If you are experiencing difficulties in paying your account please contact the School Principal as soon as possible, before the due date. The School may grant an extension of time for payment in exceptional circumstances. A request for extension of account payment shall be made by contacting the Finance Officer or School Principal. All requests are treated with complete confidentiality, at this time, any assistance such as extending the time to pay or offering a payment by instalments is an option.

Concessions

Concession applications are accepted at the commencement of each year or when hardship occurs. Concessions on fees are not ongoing and applications must be resubmitted at the commencement of each new school year. Appointments should be made with the Finance Officer to discuss this matter.

Concessions are available on Tuition Fees only (not on other levies).

Families eligible for concession are required to pay their account via Direct Debit.

Parish Discount Sharing Agreement

With Our Lady of Lourdes School and St Thomas More College Sunnybank (STMC)

To attract the discount a family must have at least one student attending Our Lady of Lourdes School and STMC in the same academic year. Both students must complete the full year at each school. Families on a fee concession cannot also apply for this discount.

The discount applied by each school to the family's fee account at that school on a per family basis shall be 50% of the relevant capital levy (for each school).

On application by the family, the discount amount shall be credited to a family's fee account in term 1 of the following year provided all fees and charges owing from the previous year are paid in full. Where a family is in their last year at Our Lady of Lourdes School the discount amount shall be paid to STMC in the form of an account credit to their fee account.