



2021 SCHEDULE OF FEES

Fees and charges for the 2021 school year have been approved by the Board and are detailed below.

A continuing priority of the Board and School Management is ensuring that fees remain affordable for our families, while also resourcing the high quality educational opportunities and ongoing development of our facilities that our students deserve.

Please note that separate invoices will be sent for Reception to Year 12 fees and charges, and ELC / OSHC fees (if applicable).

Early Learning Centre (ELC)		
Booking	Daily	Weekly
3 Days (minimum)	\$115.00	\$345.00
4 Days	\$115.00	\$460.00
5 Days	\$115.00	\$575.00

Families who are enrolled in the ELC for the full 50 weeks of the ELC year are eligible to receive a discount of half their weekly fee for 2 weeks per year (for holiday absences). This discount is applied to accounts in December. The 2021 ELC year starts on 27 January 2021 and ends on the last day before 2022 School year commencement (Term 1).

Before School Care, After School Care and Vacation Care costs are included in the fees charged for ELC children. Only excursion fees during Vacation Care will be charged as an additional charge on the day of the excursion.

Please forward parent and child Centrelink / Families Assistance Office Customer Reference Number (CRN) and date of birth details to Dareska Brus – Manager Early Childhood Education & Care (email dareska.brus@pulteney.sa.edu.au) to ensure that the Child Care Subsidy can be received if eligible.

The ELC Handbook, available on the Pulteney website under the Students/Curriculum/ Kurrajong menu, provides additional information regarding fees and rebates available.

Reception to Year 12			
	Tuition	Combined Extras	Total
Kurrajong			
Mid Yr Rec	\$7,825	\$300	\$8,125
Reception	\$15,650	\$600	\$16,250
Year 1	\$15,650	\$600	\$16,250
Year 2	\$15,650	\$600	\$16,250
Prep School			
Year 3	\$17,050	\$1,000	\$18,050
Year 4	\$17,050	\$1,250	\$18,300
Year 5	\$18,500	\$1,950	\$20,450
Year 6	\$18,500	\$2,300	\$20,800
Middle School			
Year 7	\$19,550	\$2,550	\$22,100
Year 8	\$21,600	\$2,600	\$24,200
Year 9	\$21,600	\$2,600	\$24,200
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Year 10	\$23,200	\$2,750	\$25,950
Year 11	\$24,200	\$1,750	\$25,950
Year 12	\$24,200	\$1,750	\$25,950

Camps
Camps are a compulsory component of the curriculum at Pulteney Grammar School and all students in Years 3 to 10 are required to attend camp. Camp fees are included in the Combined Extras charge and there is no concession or refund for students not attending camp.

Combined Extras
The charge for combined extras covers a multitude of non-tuition costs and overcomes the necessity of a great deal of paper work associated with the relatively small charges. In broad terms, it includes items such as:

- Camps
- Stationery, photocopying and printer materials
- Postage
- Student consumables such as art supplies
- Internet usage
- Transport and low cost day excursions
- Some sporting participation
- Guest Speakers & special short courses
- News@pulteney, newsletters and School Yearbook

PAYMENT OPTIONS & DUE DATES

Statements for ELC and OSHC fees are provided to families on the 1st of each month and are payable on or before the 18th of each month.

A range of options are available for payment of Mid-Year Reception to Year 12 fees:

Monthly (preferred option)

Fees may be paid in ten monthly instalments between February and November on the 18th of each month. This is the default billing and payment option for new families.

Annual

Fees are payable in full by **Friday 29 January 2021** in order to receive the advance payment rebate (see over).

Term

Fees are payable in four instalments, each due the day before the start of each term.

Selection of preferred billing and payment options need to be made by logging in to the Community Portal via the [School website](#). Options are available under Payment Plans and can be elected before the start of the new school year.

Changes to the election of payment option are not able to be made after the first instalment of the year has been run.

PAYMENT TYPES

A Direct Debit/Credit Card payment option is available online by logging in to the Community Portal via the [School website](#). **Please note that arrangements in place in 2020 will not roll over to the new year.**

Payment can be made by BPAY, credit card (using Stored Cards in the Community Portal) and cheque. Unfortunately, cash payments cannot be accepted, however deposits can be made to the School's bank account (BSB: 065000 Account: 10551835). Please use your surname as a reference.

EFTPOS facilities are available at the Reception office in Allan Wheaton House.

Please note that the School biller code and your BPAY Reference Number appear at the bottom of your fee statement. Separate Biller Codes and Reference Numbers apply for Early Learning Centre and Mid-Year Reception to Year 12 invoices, so please ensure the correct Biller Code and Reference Numbers are used.

REBATES & DISCOUNTS

All rebates and discounts (including scholarships) apply to tuition fees only.

Please note that no student may receive more than one rebate simultaneously. Where this is the case, the highest proportionate rebate or discount will apply to your account.

Sibling Rebate

For families with more than one child attending in Reception to Year 12 at the same time, a sibling rebate is applied to your account.

The discount that applies is tabled below:

2 nd Child (1 st Sibling)	10%
3 rd Child (2 nd Sibling)	20%
4 th Child (3 rd Sibling)	30%
5 th Child (4 th Sibling)	40%
6 th Child (5 th Sibling)	50%

Advance Payment Rebate

Advance payment of the total annual tuition fee and combined extras for Reception to Year 12 students attracts a rebate of 2.5%. This is the only rebate that can apply simultaneously with other rebates and discounts. The total fee is required to be paid by the end of the **first week of Term 1, 29 January 2021**.

DIVORCE OR SEPARATION

The School advises that if both parents have signed the enrolment form, a parent cannot remove himself or herself from the enrolment contract without the School's and the other parent's consent. This means that unless the School agrees, the legal liability for fees remains in accordance with the enrolment form.

NOTICE REQUIRED IF LEAVING

One term's notice of withdrawal of an enrolment from Mid-Year Reception to Year 12 is required to be given in writing, to the Principal. Failing this, half a term's fees will be charged. Parents of scholarship holders should refer to the conditions of their scholarship to determine requirements for notice.

Fee accounts will be reconciled to reflect fees in lieu of notice (if applicable) and the fee payable for the number of weeks enrolled at the School, with the final invoice due for payment prior to the leaving date.

Notice requirements for ELC students are outlined in the [ELC Handbook](#).

NON-PAYMENT OF FEES

Administration of overdue accounts is a time consuming process for finance staff, redirecting valuable resources from School management to the detriment of operations.

Where payment has not been made in line with the School's payment terms, and in the absence of any prior arrangements for payment having been made, a late payment fee of \$93.50 per term or \$38.00 per month will be levied to offset administration costs.

The School maintains the right to suspend a student's enrolment while any fees and charges are outstanding.

In persistent cases of non-payment, or non-adherence to agreed arrangements, the student's enrolment in the School may be terminated.

Should you anticipate a problem with the payment of fees in 2021, please contact the Finance Manager before the commencement of Term so that the matter may be discussed on a confidential basis, and arrangements made for the management of your account.

All collection costs and legal fees associated with the collection of overdue accounts shall be recoverable on a full indemnity basis.

Eligibility for optional interstate or overseas School trips is conditional upon all fees and charges being paid in full prior to travel, and participation is at the Principal's discretion.

OTHER CHARGES

Any other incidental charges including, but not limited to, interstate and overseas trips, the Navy Blue Formal, replacement diaries, replacement ID cards, Year 12 Valedictory Dinner, music tuition and unreturned library books will be charged to the Debtor account and are payable within 14 days of the issue of a statement to you.

VOLUNTARY BUILDING FUND

In recent years parents have been asked to consider contributing to the School's voluntary Building Fund which finances improvement of existing buildings. Their support has been crucial to our maintenance and rebuilding programme. The requested contribution is \$150.00 per family per term. Parents are encouraged to further support the Building Fund if their circumstances allow, and please note that contributions are tax deductible.

The requests for these contributions will appear on each statement that you receive, but as mentioned, are voluntary.

HOLDING FEE

There is no remission of fees for a student's temporary absence from the School for any period of less than one term. For a temporary absence greater than one term, a holding fee will apply to preserve the student's position. The Holding Fee will equate to half the term's tuition fee per term of absence (at the rate applicable at the time of absence, payable in advance).

The above terms and conditions are in addition to those specified on enrolment. A student's enrolment at Pulteney Grammar School constitutes acceptance of the above items by their Parents/Guardians.

UPDATE YOUR DETAILS

Parents can check contact information such as postal addresses, phone numbers and email addresses that are current in our system by logging in to the Community Portal via the [School website](#).

All families are asked to review the Community Portal and advise of any corrections by 20 **January 2021** to ensure that information is updated in our system for the new school year.

UNIFORM SHOP

Pulteney operates its own uniform shop at 33 Gilles Street and offers a full range of School and sporting uniforms. Opening times are available on the [School website](#). The Uniform Shop can be contacted on 8216 5538 or via pulteneyshop@pulteney.sa.edu.au to arrange uniform selection and fitting.

All new students are required to make an appointment with the Uniform Shop to be fitted. However, online purchases are available for continuing students if sizing is known – refer to Qkr! information on the [School website](#) to access the online shop and make purchases.

TUCK SHOP

The School Tuck Shop is managed and operated by Rory's School Lunches. Online ordering is available via the Qkr! app, with orders closing at 8:50am each day.

BOOKLISTS

All orders for stationery and text books can be placed online with Campion. Follow the link on the Pulteney website if books have not yet been ordered.

Second hand books are able to be bought and sold on the Sustainable School Shop platform. Please visit sustainableschoolshop.com.au for more information.

OUTSIDE SCHOOL HOURS CARE (OSHC)

All users who are intending to utilise OSHC services must complete the annual application form available on the [School website](#) and return to OSHC at 190 South Terrace Adelaide SA 5000 by **8 January 2021**.

A copy of the fee schedule for all OSHC services is available on the [School website](#).

After School Care operates from 3.30p.m. to 6.00p.m. for all non-ELC children.

Before School Care operates on school days from 7.30am until classes commence.

Vacation Care is also available during the holidays – the holiday program and an application form is available on the Pulteney website. January's programme will operate from 4 January 2021 to 25 January 2021.

For further information, please see the OSHC Handbook which is available on the [School website](#).

ENROLMENT FEES

Non-refundable application and enrolment fees are payable as follows:

- Application fee - \$100.00
- Enrolment fee - \$750.00