**Fee Structure 2019**

***Permanent Bookings***

Permanent bookings will be charged whether or not your child attends. Any extra hours required over and above your permanent booking will be charged at **$7.00 per hour** (minimum charge of one hour applies).

***Casual Bookings***

Bookings will depend on the number of spaces available on the day. **24 hrs notice is required in order to check availability of space**. Minimum charge of one hour **($9.00)** applies. Bookings are charged for the whole time that the child/ren is enrolled for and are not reduced due to early collection from the programme e.g. If the child is booked in from 3:00pm to 4:30pm but is collected at 3:30pm you will still be charged to 4:30pm.

**Shift working**

Shift working families must have their rosters sent 2 weeks in advance in order to qualify for the shift working fee. The shift working fee is **$7 per hour.**

***Fee Structure***

* $7.00 per hour per child for a permanent enrolment
* $9.00 per hour per child for a casual enrolment
* $1.00 per minute Late Fee will be charged if your child is picked up after 5.30pm
* Fees are required to be paid no later than 7 days after receiving an invoice/statement
* Outstanding Fees may be forwarded to Baycorp for collection **and will incur collection costs**.
* Discount of 15% for families with 3 children or more who do not qualify for winz subsidies

***Invoicing***

Invoicing is online, accessed by your parent portal on Aimy plus, statements are sent out on overdue accounts only unless requested

***Payments***

Payments can be made directly in the school account via internet banking. Details listed below:

Account Name: Te Totara School

Bank: ASB

Account Number: 12-3171-0270973-00

If paying by direct credit, please use the following reference: **Te Totara ASC or BSC and your child’s last name (as this is your account name) eg. Reference: ASC Smith**