

School Fees and Charges

This Fee Schedule sets out the financial terms on which students are enrolled at Westminster School, and sets out the current school tuition fees, and other fees and charges, levied by the School (collectively, the School Fees).

Annual Core Extras Charge

School Fees for the annual provision of core extras for all students will be applied to each student's School Fee Account. Day excursion and camp costs to Year 10 and the Year 12 Retreat are included in the Annual Core Extras Charge. Years 11/12 day excursion costs are not included and will be charged separately to the Account.

For some elective subjects and activities, additional consumable charges may apply on a per student basis. Other non-core items provided to students may also be charged to the School Fee Account.

Schedule of Billing (Transition to Year 12 Students and Boarding)

School Fees (including Boarding fees) are billed and School Fee Accounts emailed to parents in four instalments. Non-core charges are billed in the respective billing cycle.

Billing	School Fee Account Issued	Last Day for Payment
Instalment 1	Thursday 28 January	Friday 26 February
Instalment 2	Thursday 22 April	Friday 21 May
Instalment 3	Thursday 22 July	Friday 20 August
Instalment 4	Thursday 14 October	Friday 12 November

Discount for Annual Tuition and Boarding Fees Paid in Advance

A discount of 2.5% will apply to annual Tuition and/or Boarding fees where paid in full by Friday 26 February 2021. All other School Fees (including ELC and OSHC Fees) do not attract the discount.

Family Concessions and Remissions on Fees

The second child in a family attending the School concurrently with an older fee-paying sibling will receive a 10% concession on annual Tuition and Boarding fees; the third child a 20% concession; and the fourth (and any subsequent children) a 30% concession. These discounts are conditional upon School Fees being paid in full by the due instalment dates. All other School Fees (including ELC and OSHC Fees) do not attract the discount. When a student in a family is receiving a scholarship or rebate, the Scholarships and Remissions Committee will determine what (if any) concessions and conditions apply for other children in that family attending the School.

Facility for Monthly Payments

Arrangements can be made with the School's Business Office to factor payments for the School Fee Account on a monthly basis from February to December 2021. Monthly payments must be made via a Direct Debit Request, authorising the School to electronically debit a nominated bank account on the 15th day of each month.

Online Account Payments

WESTPay is a secure online payment system for families to pay the School Fee Account through the School's website using a Visa or MasterCard, and provides printed receipts. Payment details will appear on the relevant School Fee account.

Account Payment Terms

School Fee Accounts must be settled in accordance with the School's payment terms, being within 30 days of the rendering of a School Fee Account or as otherwise set out in this Fee Schedule. ELC and OSHC accounts must be paid within 14 days from the monthly account date.

Penalties may apply for late account payment.

Building Fund

Families are invited to make a voluntary Building Fund donation to the Westminster School Foundation when paying their School Fee Accounts. A suggested donation of \$150 is included in each account. These gifts support major developments of the School's learning facilities, and are 100% tax deductible.

GST

All School Fees are exclusive of GST. While these do not ordinarily incur GST, where applicable the School will charge the GST to the School Fee Account.

Early Learning Centres (ELC) and Out of School Hours Care (OSHC)

As both the Early Learning Centre (ELC) and Out of School Hours Care (OSHC) are accredited child care providers, eligible families may be able to claim Child Care Subsidies. Contact Centrelink, ELC or OSHC as appropriate for further details.

ELC and OSHC each has their own billing system, both of which are separate to the School Fee Account used for Transition to Year 12 School Fees. In both cases, ELC and OSHC fees and other charges (collectively, ELC and OSHC Fees) are billed early in each month and are payable within 14 days.

ELC and OSHC Fees Accounts can be paid by a direct debit request to a credit card to be debited 14 days from the account date at which time the full monthly account balance is due. Alternatively, accounts can be paid through the Business Office by a credit card over the phone or by EFT to the bank account detailed on the invoice.

Both ELC and OSHC Vacation Care excursions and activities may incur additional charges and will be charged to the relevant ELC and OSHC Fees account.

At both ELC and OSHC, if your child is collected after 6.00 pm a late fee of \$1.00 per minute will apply for the first 10 minutes. Beyond that, a \$50.00 flat fee will be applied in addition to the \$10.00 late fee already incurred. These charges apply for each child awaiting collection.

Key Terms and Conditions

Any parent who wishes to vary the normal terms, frequency or amount of fee instalments for either financial or other personal reasons should forward their written request for special consideration to:

Head of Finance
C/- Business Office
Westminster School
Alison Avenue
MARION SA 5043

The School reserves the right to not allow a student to attend school, or any optional activities, whilst any School Fees, relating to an outstanding School Fee Account, remain unpaid.

The Principal is authorised to take whatever steps deemed necessary to recover overdue accounts and any costs associated with recovery action.

The School ordinarily sets School Fees, and reviews this Fee Schedule, annually. The School reserves the right to review and amend this Fee Schedule from time to time without notice. Any increase in fees or charges will only apply to future payments applicable, following the date of the revision and increase.

Except where specifically stated to the contrary in this document, refunds of School Fees paid will not be made.

Reminders

Where both parents have signed the Enrolment Agreement, both are jointly and severally liable for payment of all School Fees.

To withdraw a student's enrolment, parents must give the Principal at least a full term's written notice. If such notice is not given, the parents must pay an amount equal to the next term's School Fees, in addition to any current term and any other outstanding School Fees due and payable.

To change a student's status as a boarder (including withdrawal as a boarder), parents must give the Principal at least two full terms' written notice. If such notice is not given, the parents must pay an amount equal to the next two terms' School Fees, in addition to any current term and any other outstanding School Fees due and payable.

Full Fee Paying Overseas Students

This Fee Schedule does not apply to Full Fee Paying Overseas Students. A separate Fee Schedule for these students is available from the Enrolments Manager or the Business Office on request. If a Full Fee Paying Overseas Student's residency status changes, it is possible to change the Fee Schedule, provided the family informs the School in writing with supporting documentation to E: familyaccounts@westminster.school or via post. This should be done immediately as it is the date the notice is received by the School that will determine from when the Fee Schedule change applies.

If you have any queries in relation to this Fee Schedule, please contact the Business Office, T: 08 8276 0232 or E: familyaccounts@westminster.school