



<b>Early Learning (EL)</b>	8.30am - 3.00pm	\$103.00
<b>Before School Care (BSC)</b>	Short Session: 8.00am - 8.30am	\$8.00
	Full Session: 7.30am - 8.30am	\$14.50
<b>After School Care (ASC)</b>	Short Session: 3.00pm - 4.30pm	\$17.50
	Full Session: 3.00pm - 6.00pm	\$29.00
<b>Full Day Program (BSC + EL + ASC)</b>	7.30am - 6.00pm	\$135.00
<b>Vacation Care</b>	Full Day: 7.45am - 5.15pm	\$88.00
	Half Day: 7.45am - 1.00pm	\$53.00
	Half Day: 1.00pm - 5.15pm	\$43.00

## General Information

**Fees and Payments:** A fortnightly fee statement will be emailed to parents. Payments may be made via Direct Debit only through the HubDebit System. HubDebit application forms are available from Reception or by calling 6336 6081.

Fees must be paid in line with the fee statement. Any associated costs eg. bank dishonour fees incurred in relation to outstanding or overdue accounts will be forwarded to the person responsible for the account.

**Absences:** Your child's attendance will be recorded each day of their enrolment including days your child does not attend due to sickness or other reasons. The Child Care Subsidy is paid for each child for up to 42 absences per financial year.

**Family Concessions:** Sibling discounts are applied from Prep onwards due to the Child Care Subsidy offering higher rebates on fees.

**Notice Period:** Four weeks' notice in writing to the Principal is required prior to withdrawal of a student to avoid an administration charge of \$100.

**Miscellaneous Fees:** A fee will be charged in the following circumstances:

**Late Collection Fees:** If a child has not been collected by the advertised closing time late fees will be charged: \$15 for the first 1-10 minutes plus \$25 for each 1-15 minutes after that. Late fees are applied to all sessions including before and after school care and vacation care. CCS does not apply to late fees.

If the parent or other authorised person has not made contact about the collection of the child(ren) 30 minutes after closing time, Child Safety Services or Gateway Services must be notified in line with the Child Protection and Mandatory Reporting Policy.

Full fees will be charged in Vacation Care if cancellation has not been given within 24hrs.

Any students who arrive at school before 8.25am will need to join the Before School Care Programme and will be charged the appropriate fee.

Any students who have not been collected from the school by 3.30pm will need to join the After-School Care programme and will also be charged the appropriate fee.

Launceston Grammar is a Child Care Subsidy Approved Service.

Students in all Early Learning classes including Kindergarten, Before and After School Care and Vacation Care can register for the Child Care Subsidy.

Child Care Subsidy is the main payment to assist families with the costs of child care. This subsidy is paid directly to Launceston Grammar and will reduce the balance of your fortnightly account.

We encourage all families to apply for the Child Care Subsidy online or in person through Centrelink. For online applications visit [my.gov.au](http://my.gov.au). Once registered, you will need to provide Launceston Grammar with your child's Customer Reference Number (CRN) and date of birth as well as your own CRN and date of birth.

This information is part of the Launceston Grammar Complying Written Arrangement (CWA) in which each family is required to complete.

**For further information please contact one of the following:**

School Reception: 6336 5900  
Out of Hours School Care: 0418 571 113  
Email: [junior@lcgs.tas.edu.au](mailto:junior@lcgs.tas.edu.au)



## Contact Details

Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Child's Customer Reference Number (CRN): \_\_\_\_\_

Registered Parent/Guardian Name: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Registered Parent Customer Reference Number (CRN): \_\_\_\_\_

Parent email address (for billing purposes): \_\_\_\_\_

Do you have any other children in care? (Including OSHC and other centres)  Yes  No If yes, how many? \_\_\_\_\_

Registered Parent Signature: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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### OFFICE USE ONLY

Student Commencement Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Enrolment Type: \_\_\_\_\_

Days Attending Care:  Monday  Tuesday  Wednesday  Thursday  Friday

Care Details:  Routine  Casual

*Disclaimer: Please note the information provided on this form will be held for the duration of your child's enrolment at Launceston Church Grammar School.*