



St Andrew's
School
Est 1850

Schedule of Fees and Charges 2026

The Terms and Conditions outlined in this document supplement the Enrolment agreement under which students are enrolled at St Andrew's School. These conditions are current as of November 2025, but the School retains the right to alter the terms and conditions from time to time to meet changing circumstances. The Business Director will be pleased to discuss any queries with parents or guardians.

Early Learning Centre (ELC)

Regular Bookings (8:05am – 3:15pm) (Habich ELC – 8:05am – 3:20pm)	\$150 per day
Extended Hours Care 3:20pm – 5:00pm 3:20pm – 6:00pm	\$25 per session \$55 per session
Vacation Care (8:00am – 6:00pm) <i>Additional fee applies for excursions.</i>	\$140 per day
Late fee for every 10 minutes after 6:00pm (or part thereof)	\$25 per 10 mins

- The ELC is an Approved Provider of Child Care.
- Eligible parents can claim the Child Care Subsidy (CCS).

For all enquiries about CCS payments please contact Services Australia on 136 150 or visit servicesaustralia.gov.au/raising-kids.

Enrolment Fees

Application Fee	\$130 (non-refundable)
Confirmation Fee [†]	\$1,000 Total First child (non-refundable) \$350 Subsequent child
Tuition Bond (Reception to Year 6 only)	\$1,700 (refundable in accordance with the below Terms and Conditions)

[†]Includes Old Scholars Life Membership Fee.

Primary School Tuition Fees

	Per Year				
	Tuition Fee	Total Fixed Charge*	Booklist	Camp	Total Annual Fees
Mid-Year Reception	\$8,025	\$1,925	\$100		\$10,050
Reception	\$16,050	\$3,850	\$200		\$20,100
Year 1	\$17,350	\$3,850	\$200		\$21,400
Year 2	\$17,600	\$3,850	\$200	\$100	\$21,750
Year 3	\$19,600	\$3,850	\$200	\$350	\$24,000
Year 4	\$20,250	\$3,850	\$200	\$450	\$24,750
Year 5	\$22,500	\$3,850	\$200	\$600	\$27,150
Year 6	\$23,150	\$3,850	\$200	\$600	\$27,800

*GST included in Fixed Charges will be shown separately on all Family Invoices. Fixed Charge covers use of all property and facilities, all excursions, sport, art and craft materials, computer consumables, class and individual photographs, the Year Book and expenditure on items that benefit all students. As ICT equipment such as iPads and laptops are the property of the School, there will be no additional requirement for parents to purchase equipment such as iPads or laptops as this is incorporated into the Fixed Charge A component of fixed charges will include GST and will appear as two separate charges on your invoice. Charges with GST, and charges without GST.

Grants from Commonwealth and State Governments have been taken into account when determining Tuition Fees.

Camps and Extra Curricular Activities

Camps are a compulsory component of the curriculum at St Andrew's School and all students in Years 2–6 are required to attend camp. Camp fees are included in the total annual fee and there is no concession or refund for students not attending camp. Camp fees are billed in full at the beginning of the year.

Study Tours are billed separately to Tuition Fees and Charges. Interstate and overseas study tours are not compulsory and relevant fees will be advised when known.

Music Tuition does not include the cost of instrument hire, which is charged separately (where applicable). Please refer to the 2026 Instrumental Music Tuition and Ensemble Program for full details on fees and terms and conditions.

Pricing of Extra Curricular elective activities, (excluding Instrumental Music lessons), considers students may not be able to attend all sessions. There are no refunds for missed lessons due to; illness, late enrolment, school events (e.g., Camps), public holidays and staff development days. Please refer to the 2026 Extra Curricular Elective Program for full details on fees and terms and conditions.

Music Tuition Fees and Instrument Hire Charges

Music fees will be invoiced in Week 5 of Terms 1 and 3 for the current semester. The School must be notified in writing by the end of Week 8 in Terms 2 and 4 of any changes or withdrawals to enrolments for music tuition for the following semester, as there is a minimum full semester enrolment. The applicable fee for a full semester will be payable if such notice is not given. The fee is a genuine pre-estimate of the loss the School will incur as a result of the insufficient notice. Please refer to the Instrumental Music Tuition and Ensemble Program 2026 for further information. This policy is required to ensure the School can continue to employ and retain skilled teachers.

Extra Curricular Activities

Extra Curricular fees will be invoiced in Week 5 of each Term. On completion of the term-by-term sign up process, families are committed for the full term and will be charged accordingly. The fee is a genuine pre-estimate of the loss the School will incur in the event of withdrawal from an activity. Please refer to Extra Curricular information available on the website or Parent Orbit. This policy is required to ensure the School can continue to employ and retain skilled teachers.

Fees and Charges

1. Early Learning Centre Payment Terms and Conditions

- 1.1 Fees and Charges are invoiced on a fortnightly basis. From 2026, direct debits will be on Thursdays fortnightly, from 22 January, 2026. Statements are available for downloading from the Xplor App.
- 1.2 Fees and Charges are strictly payable via Direct Debit only from an authorised bank account.
- 1.3 An administration charge of \$35 inc GST will be incurred for declined debit attempts, plus an additional \$19.95 fee charged by our provider Xplor Debit Success.
- 1.4 Fees and Charges still apply if a child is absent due to illness or a family holiday. CCS may also be affected.

2. Reception to Year 6 Payment Terms and Conditions

- 2.1 All Fees and Charges are invoiced on a quarterly basis prior to the commencement of each term. Payments are due on a term-by-term basis as shown at the top of the invoice/statement or paid by eight direct debit instalments. Extra Curricular choices are invoiced on a quarterly basis in Week 5 of each term. Music choices are invoiced in Week 5 of Terms 1 and 3.
- 2.2 Date of commencement is deemed to be the date on which payment of the non-refundable Confirmation Fee is paid and the placement accepted.
- 2.3 The Application Fee and Confirmation Fee are non-refundable.
- 2.4 Places for new students and those students starting in Reception are secured by the payment of the refundable Tuition Bond of \$1,700. The refundable Tuition Bond is deducted from a student's final Year 6 account. If leaving prior to the end of Year 6, a minimum of one term's notice is required (in writing) or the Tuition Bond is automatically forfeited. Students must attend the School for a minimum of eighteen months to be entitled to the Tuition Bond refund.

Payment Options

- 2.5 Payment is required in full by the end of Week 2 of each term or by eight equal direct debit instalments per year, two per term. The first instalment each term being debited Friday of Week 1 and the second being on Friday of Week 6. Your instalment will be your termly invoice divided by 2. Should you enrol in any Music or Extra Curricular activities, this amount will be added to your second instalment. This option is only available where an EFT arrangement has been put in place enabling the School to draw the funds from the nominated account. Please note it is your responsibility to ensure sufficient cleared funds are in your nominated account when the payments are to be drawn.
- 2.6 An Administration Fee of \$50 plus GST will be charged for returned unpaid transactions.

Overdue Accounts

- 2.7 Where no prior arrangement has been made, accounts not paid by the due date will be charged an Administration fee of \$50 + GST. The School has the right to charge interest at the current bank overdraft rate on accounts after a further 30 days.
- 2.8 The School reserves the right to refuse a student permission to register and/or participate in any School events or activities that require additional payments to the School or a third party, while any amount remains outstanding or unpaid to the School in respect of that student or any of their siblings.
- 2.9 The School reserves the right to withdraw any scholarships or concessions while any amount remains outstanding or unpaid to the School in respect of that student or any of their siblings.
- 2.10 Any agreement or failure by the School not to strictly enforce any of its terms of payment in relation to amounts owing to the School, or any agreement to defer payment of an unpaid amount to the School, will not operate as a waiver of the School's rights in relation to such amount.

- 2.11 The School maintains the right to suspend a student's enrolment while any fees and charges are outstanding.
- 2.12 In persistent cases of non-payment, or non-adherence to agreed arrangements, the student's enrolment in the School may be withdrawn.

Payment Methods – School fees and associated charges

- 2.13 Direct Debit Agreement - it is the responsibility of the person paying the account to ensure sufficient cleared funds are in the nominated account when the payments are to be drawn.
- 2.14 For returned unpaid transactions, the following procedures or policy apply:
- We will contact you advising of the returned unpaid transaction.
 - We will re-process the transaction within seven days of contacting you; and
 - An Administration Fee of \$50 plus GST will be added to this transaction.

School Fees Payments ONLY

- 2.15 BPay: Using St Andrew's School Biller Code 15818 and the reference number shown on the front of the fee statement.
- 2.16 EFTPOS: Facilities are available in the School Office between the hours of 8:00am and 4:30pm.
- 2.17 Credit/Debit Card: The School accepts Visa and Mastercard. Phone payments are accepted. Payments made by credit /debit card attract a surcharge of 1.4% to recover bank charges.
- Direct Deposit to the School's bank account BSB 065-119 Account No. 10235831. Please include your family account code.
- 2.18 Online payments: Made via Parent Orbit.
- 2.19 No cash or cheques can be accepted due to WHS and security compliance.

Payment in Advance

- 2.20 One Year: A discount of 3% of the annual Tuition Fee is available for the current year if paid in full by the end of the second week of Term 1.
- 2.21 Two Years: A discount of 2.5%, if two years are paid in advance by the end of the second week of Term 1, no further increases in the Tuition Fees will apply for the second year.
- 2.22 Three Years or more: Please contact the Business Director for details.

3. Family Discounts

- 3.1 Families are eligible for the following discounts which apply to the Tuition Fee only and to all primary levels from Reception to Year 6. Discounts will be discontinued in the event that enrolments are withdrawn prior to the end of Year 6.
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|-----------------------------|--|
| First child | 10% discount offered to first child of Old Scholar Parents – from 2024 |
| Second child | 10% |
| Third child | 20% |
| Fourth and subsequent child | 50% – from 2026 |
- 3.2 Where Fees and Charges have not been paid in accordance with this Schedule of Fees and Charges and no repayment arrangements have been agreed to, any Family Discount applicable may be revoked.

4. Scholarships

- 4.1 Where a student receives a Scholarship the fees and charges must be paid in full by the due date unless prior payment arrangement has been made. Please refer to the terms and conditions of the letter of offer for scholarship regarding withdrawal of enrolment.

5. Financial Hardship

- 5.1 Families impacted by short-term difficulties and changed circumstances may apply to the School for Financial Hardship support. The maximum term of support to any one family is 12 months unless a further period of up to 12 months is approved by the Financial Hardship Committee of the Board. Enquiries should be directed to the Business Director.

6. Holding Fee – Absence

- 6.1 At the written request by a parent to the Principal, a student may be absent from the School for an extended period and still retain the right to a place in the School. The fee for holding a student's place is the Refundable Tuition Bond of \$1,700. This is not refundable should the student not return to the School.

7. Student Withdrawals

- 7.1 One full term's notice in writing by way of an email or a letter addressed to the Principal of the intention to withdraw a student from the School is required, otherwise the Tuition Bond is not refunded. For year-end leavers, this means that notice is required by the end of the Term 3 School holidays.
- 7.2 Four weeks' notice is required for the withdrawal of an enrolment from the ELC. This notice should be in writing by way of an email or letter addressed to the Co-Directors of the ELC. Session charges will continue to apply if notice is not received, and non-attendance may impact eligibility for Child Care Subsidy.

8. Divorce or Separation

- 8.1 The School advises that where both parents have signed the enrolment agreement, 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 agreement.

9. Goods and Services Tax (GST)

- 9.1 All Fees and Charges are exempt from GST except Booklist items, any part of a Camp, or Excursion charges for food.

10. Annual Review

- 10.1 The Terms and Conditions - Schedule of Fees and Charges is approved by the School Board. The School Board reviews all fees and discounts each year as part of the Budget process and may adjust them to maintain the quality of the services to children and parents.

11. Voluntary Building Fund

- 11.1 Donations are used to service existing School facilities and to maintain the School's building program. This is a VOLUNTARY DONATION which will ensure that it is an allowable deduction for income tax purposes. Receipts will be issued for donations to the Building Fund.

12. Tuckshop

- 12.1 Children who attend School without lunch will have a basic lunch provided for the cost of \$5.00. A surcharge of \$12.50 is added to this cost for any subsequent missed lunches.



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