Montessori Educare

75A Maxwell's Line, Palmerston North
office@montessorieducare.co.nz
06 – 356 4697

MINIMUM ATTENDANCE EXPECTATIONS

2 ½ - 3 years Minimum of 3 x AM Sessions
3 – 4 years Minimum of 5 x AM Sessions
4 years and over – Minimum booking of 5 x Morning Sessions & 3 x Afternoon Sessions

MONTESSORI EDUCARE FEE STRUCTURE

AS AT 21st MARCH 2011

Bookings for or between the following hours	Under 3	3year - 4year WITH 20hrs ECE	4year & Over WITH 20hrs ECE
Morning Session 8.45am till 12.45pm *(4 hours per day)*	3 Sessions per week **$79.80pw**	5 Sessions per week **$51.00pw**	**N/A**
Full Day Session 8.45am till 3.45pm *(7 hours per day)*	**N/A**	5 x Morning Sessions & 3 x Afternoon Sessions per week **$110.85pw**	5 Full Day Sessions per week **$150.75pw**
Late Pick Up Fee	$5 per 5 minutes		

SCHOOL FEES ARE NOT INCLUSIVE OF ENROLMENT FEES, MANZ FEES OR EXCURSION FEES

ENROLMENT FEE: $150 non refundable (Montessori Hat provided once paid) This includes a $50 non refundable Administration Fee and the balance remaining of $100 will be credited to your first weeks fees.

EXCURSION FEES: Will be charged as they happen **MANZ FEE:** $11.00 per family per term

RECEIVE A 10% DISCOUNT ON FEES IF TERM IS PAID FOR IN ADVANCE OR IF YOU HAVE MORE THAN ONE CHILD ATTEND THE CENTRE**

Terms & Conditions Apply - See office for more details

EARLY DROP OFF AVAILABLE FROM 8AM AT NO EXTRA CHARGE (MUST BE BOOKED)

Montessori Educare's fees are based on following rates:
All prices include GST

	UNDER 3's	3 & OVER	
HOURLY FEE	$6.65	First 20hrs	$2.55
		Anything over 20hrs	$6.65

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MONTESSORI EDUCARE FEE POLICY & GUIDELINES

1. An enrolment fee of $150 is payable at the time of enrolment. This enrolment fee is a one off and non refundable. All fees are to be paid **in advance** weekly by **Friday** and can be made by direct debit, cash or cheque. (Alternative arrangements must be agreed upon with management).

2. In the event that your child's fees go into arrears you will have 3 working days before a **10% late fee payment** is added onto your account. Each family is entitled to two late payments a year before late payment fees are charged.

3. Montessori Educare may withdraw the child and reallocate the space to another child if fees are outstanding by 10 working days.

4. No receipts will be issued/printed unless requested until the end of the tax year.

5. All outstanding debts will be subject to collection costs.

6. I understand that a **100% charge** will be made for absence (due to illness / parent's decision to keep at home) and statutory holidays.

7. Parents will be required to pay **100% of fees** when taking your child/ren out for a holiday during the school term. Two weeks notice will be required when taking holidays.

8. Where a child is collected late, and the parents have not contacted Montessori Educare to arrange a late pick up, there will be a **late fee of $5 per 5 minutes**. This is in addition to the usual fee charged for the hours attended that day.

9. An automatic adjustment of 3% fee increase per annum in line with CPI; which will automatically occur January of each year.

10. These terms and conditions are subject to change at the centres discretion with reasonable notice at any time.