

Fees and conditions

Please read these conditions before signing. Fee and late collection wording follows the Parent Information Handbook updated 10 August 2026.

1. Fee payments

Fees must be paid at least two weeks in advance by EFT. A one-off \$20 stationery fee applies on enrolment. Accounts in arrears will incur penalty charges. The centre reserves the right to terminate care without notice if fees are consistently overdue.

2. Absences

Fees are charged for all booked absences, including family holidays, public holidays and sick days.

3. Cancellations and booking adjustments

Two weeks' written notice is required when cancelling or adjusting a booking or enrolment, or two weeks' fees must be paid in lieu of notice.

4. Late collection

Late collection is charged at \$20 per 10 minutes after 6:00pm. Persistent late pickups may result in termination of care without notice.

5. Attendance records

Children must be signed in and out daily. Please notify the centre of the reason for an absence. Child Care Subsidy is subject to Services Australia's enrolment, attendance and absence rules.

6. Debt recovery

The centre has a service agreement with Legal & Commercial Recoveries Pty Ltd. Overdue accounts deemed bad debts will be referred for recovery.

Acknowledgement

I have read and understood the above terms and conditions and agree to abide by them.

Parent/guardian name: _____

Signature: _____ Date: _____