YMCA of Brisbane OSHC

Fee Schedule 07-573

Before School Care
Per Child $12.50 (includes breakfast)

After School Care
Per Child $17.50 (includes afternoon tea)

Vacation Care
Per Child $43.00 per day (includes breakfast, morning tea and afternoon tea)

Bookings and Cancellations
Bookings and cancellations are essential. Casual bookings will only be available where and when vacancies occur. Advice of a booking cancellation must be received at the service by Friday 6.00pm of the week prior. If no cancellation is received or cancellation made after the specified time the session fee will be invoiced. Fees are payable for all permanent booked days including sick days as per Department of Education, Employment and Workplace Relations (DEEWR) guidelines. Fees are not charged for public holidays.

Late Pick up Fees
If the service is not advised that a parent/guardian will be late collection of children between 6:00-6:10pm will incur a $20.00 late pick up fee per child. After 6:10pm every additional fifteen minute interval or part thereof will incur a $50.00 late pick up fee per family. If late fees are incurred on three occasions within a term the family’s ongoing enrolment will be reviewed and cancellation of enrolment may occur.

Registration fee
A non-refundable $25.00 registration fee per family is payable each year with each enrolment (including Vacation Care only enrolments) and annually thereafter.

Payment of Fees
Casual attendance must be paid for on the day of usage via BPAY or Ezi Debit.

Accounts are issued weekly on a Monday. Accounts will be emailed, or if no nominated email address has been provided, will be made available in hardcopy at the service. Families are strongly encouraged to provide an email address. It is the responsibility of the parent/guardian to ensure that the account email is opened or hardcopy statement collected. If families do not receive an account it is the parents/guardians responsibility to inform the service staff. Non receipt of statement will not be accepted as a reason for non-payment of an account.

Family accounts will include fees for care for the current week to Friday and have an estimate of the CCB (Child Care Benefit); this estimate is seen as a bold, underlined entry under the CCB column on the statement. Once the CCB is reconciled the bold, underline will be removed. There may be small changes from week to week once information regarding attendances of other siblings, CCB percentage changes and CCTR (Child Care Tax Rebate) contributions have been reconciled with the DEEWR and these changes may alter the account slightly. These changes are beyond our control. It is a requirement of DEEWR that a statement of account is provided to all customers for all sessions of care so families may at times receive a statement where nothing is owing or shows a credit. If there is an outstanding amount the due date will be clearly indicated on the account.
Any Ezi Debit transactions that are declined due to insufficient funds or any other reason within the customers control will be subject to additional fees. Parents/Guardians must be aware of what date their Ezi Debit transaction will occur and ensure that funds are available. In the first instance that an Ezi Debit payment is dishonoured a $5.00 fee will be added and in the second instance a $10.00 fee will be added. Finally in the third instance of an Ezi Debit payment being dishonoured bookings will be cancelled and the family account suspended.

Payment Options

Ezi Debit (this is our preferred option): We request that parents/guardians make arrangements to utilise this method. All families new to the service will be provided with an Ezi Debit registration form for completion. It is requested that this form be completed and handed to the Coordinator when enrolling. Ezi Debit payments are withdrawn from family accounts on a Thursday at a frequency nominated by the family - either weekly, fortnightly or monthly. Ezi Debit only withdraws the amount of fees owing on the account to the end of the week. Ezi Debit payments can be suspended if sufficient time and reason is given.

BPay: All required details for payment by BPay are located on service statements. BPay payments must be made by the Friday following the issuing of the account. The due date is indicated on the account. Receipts are issued with payment by bank/financial institution.

Cheque/Money Order (This is the least preferred option): can be mailed to YMCA OSHC, Level 1, 240 South Pine Rd, Enoggera, Q, 4051

Overdue Accounts

Additional fees will be charged for overdue accounts. Accounts are charged every Monday and due in full by Friday. On Monday if funds are owing from the previous week, $5.00 will be added to the account; If they are still owing the following week, $10.00 added to the account and booking suspension letter will be sent; over 14 days overdue, $36.00 will be added and the account sent to debt recovery. For accounts over 14 days overdue families will be required to register for and use Ezi Debit if enrolment is to continue. If fees are overdue by more than 14 days and payment is not received within 7 days following formal notice, family enrolment will be suspended and no attendance will be possible until the account is paid in full. If a payment is made via BPay after COB on the Friday please email a receipt to the service to avoid late fees.

It is preferred that families pay their accounts weekly. Families wishing to pay their account fortnightly or monthly should discuss the reasons for this with the service Coordinator.

Additional Activity Costs

During Vacation Care services engage visitors and plan trips to enhance the activity program. Generally these incursions and excursions attract additional costs. These costs will be advertised to parents/guardians by the service Coordinator prior to holiday periods. Families who do not cancel their booking for an incursion/excursion day within the above stated timeframes will also be responsible for any additional charges.