



# ST. MARY'S SCHOOL

McLennan Street, Mooroopna. 3629.

Phone: (03) 5825 2858. Fax: (03) 5825 4026 P.O. Box 259, Mooroopna 3629

*"Let your light shine"*

Dear Parents,

## **RE: 2026 FEES AND LEVIES**

Please find 2026 fees and levies information attached. Every Fee Payer is required to fill in the attached **Fees & Levies Payment Intention Form 2026** and return to the school office.

2026 Prep families who have already completed and returned this form are exempt.

If you have an outstanding balance at the end of 2025 these will be added to your 2026 fees. All families with outstanding fees at the end of the year are required to discuss this with the Principal.

Our preferred method of school fee payment is via Direct Debit, please see forms and details attached. Other methods of payment available are:

- Lump Sum, Quarterly or regular payments
- Online Banking – Banking details included
- Centre Pay – Information and forms available at the school office
- Eftpos
- Cash

It is a policy of our school, that 'All families are expected to pay School Fees'. If you have any concerns regarding your fees, please make an appointment with the school Principal.

**Please note** - if you choose to pay via Direct Debit, a **NEW AUTHORITY FORM** is required for the **2026 year by Friday 5th December 2025**.

Please use the School Fees & Levies table to calculate your annual fee, this will then need to be divided by 20 for fortnight payments or 10 for monthly payments and include the calculated amount on the Direct Debit Request Form.

### **Example below**

	Fees	Total
Family Fees	\$1300 + \$50 + \$100	\$1450
Grade 3 Student fees	\$150 + \$345 + \$235 + \$535	\$1265
	Fee Total	\$2715
Weekly Direct Debit Figure	\$2715 / 40 or	\$67.90
Direct Debit Fortnightly Figure	\$2715 / 20 or	\$135.75
Direct Debit Monthly Figure	\$2715 / 10 or	\$271.50
Direct Debit Quarterly Figure	\$2670 / 4	\$678.75

**Please be advised** - Information for valid Health Care Card Holders and Centrepay Information is available in the school newsletter and further information regarding CSEF payments will be sent out in the new year.

Please feel free to call the office if you have any other questions.

Yours faithfully,

Naomi Egglestone  
Administration Officer.



## ST. MARY'S SCHOOL

### FEE LEVELS AND FEE COLLECTION POLICY

#### BASIC BELIEFS

- All who seek a Catholic Education and support the ethos of St. Mary's will be welcome in our school.
- All families are expected to pay school fees.
- Families experiencing financial difficulty will be supported with fee assistance through the Camps, Excursion & Sports Fund / Health Care Card Rebate / Ganbina or Opening the Doors Fund as applicable.
- Families who do not seek fee relief, through appointment with the principal, will be contacted by the administration team.

#### AIMS

- To be fair and equitable to all fee payers.
- To make fee levels reasonable for all families.
- To be compassionate towards those experiencing genuine financial difficulty.
- To provide means of payment which help families to budget e.g. direct debit / payment plan and eftpos facilities.
- To structure fee levels to provide the budgeted money for facilities and resources to implement the school program.

#### IMPLEMENTATION

- Parents are made aware of the payment options ie. eftpos, direct debit, centrepay, direct credit, weekly/fortnightly/ monthly or term payments.
- Fee invoices are sent once year and followed up with statements sent as reminders each month.
- All accounts have a message inviting families to contact the principal if payment presents a difficulty.
- Families who do not contact the principal regarding fee relief, and who do not make part or whole payment, will be phoned by the principal or the Administration Team. Responses are recorded and further action may be taken if payment is still not made.
- All fee relief is treated confidentially.