2022 Kindergarten Fees and Charges – Family Fact Sheet

Fact Sheet Number:	D21-182017	**Directorate:**	Community Services
Approval by:	Coordinator Integrated Kindergartens	**Responsible Officers:**	Integrated Kindergarten Team/Team Leader Policy, Learning and Quality
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1. Fee Schedule 2022

Kindergarten Annual Fee
Three-Year-Old sessions: $584
Four-Year-Old sessions: $1752.00

2. Information provided to Families on Enrolment

A schedule of kindergarten fees and timelines for payment is provided upon enrolment.

3. Statement of Fees and Charges

- Invoices are available for all families through the KEYS ONLINE portal at least four weeks in advance of the due date of the sessional kindergarten fees.
  - Families receive an email to notify them that the invoice is available.
- Invoices are only posted via mail to families without email addresses.

4. Payment Options

Information on payment methods available are provided on the kindergarten fee invoice sent to families through the KEYS ONLINE portal.

5. Subsidies

5.1 Kindergarten Fee Subsidy

Your child will be eligible to access free or low cost kindergarten under any of the following circumstances:

- Your child is identified by a parent, carer or legal guardian as an Aboriginal and/or Torres Strait Islander;
- Your child is identified on their birth certificate as being a multiple birth child (triplets or more); and/or
- Your child holds, or has a parent or guardian who holds, one of the following:

Commonwealth Health Care card	In-country Special Humanitarian visa (subclass 201)
Commonwealth Pensioner Concession card	Global Special Humanitarian visa (subclass 202)
Department of Veteran Affairs Gold or White card	Temporary Humanitarian Concern visa (subclass 786)
Refugees visa (subclass 200)	Protection visa (subclass 866)
Emergency Rescue visa (subclass 203)	Women at risk visa (subclass 204)
Bridging visas A - E	In-country Special Humanitarian visa (subclass 201)

5.2 Claiming the Kindergarten Fee Subsidy (KFS)

Council kindergartens claim the kindergarten fee subsidy on behalf of families. In order to do this, as part of the service registration process, parents are required to upload a copy of their/their child's current valid concession card/visa to the KEYS ONLINE portal.

Please also note the following:

- If the eligible concession card expires during the year, a member of the kindergarten team will contact the family requesting a valid concession card/visa details be provided.
    - Parents will be asked to email a scanned copy of their new eligible concession card/visa to kindergarten services via kindergarten@knox.vic.gov.au.
- If the eligible concession card/visa has expired, is not reissued, and/or a copy is not provided to council upon request, families will be required to pay full kindergarten fees.

Please contact the kindergarten team via email kindergarten@knox.vic.gov.au or call 9298 8000 should you have further questions regarding your KFS eligibility.

5.3 Kindergarten Fee Subsidy Payments

KFS is paid for the kindergarten term in which an eligible child is enrolled, regardless of whether:

- Enrolment commenced after the start of term;
- The child becomes eligible after the start of the term; and/or
- The relevant card or visa expires during the term.

5.4 Children of Aboriginal and/or Torres Strait Islander Descent

Children of Aboriginal and/or Torres Strait Islander descent are eligible for free kindergarten through the Kindergarten Fee Subsidy.

- Families will be requested to contact the kindergarten team if their child is eligible.

5.5 Sibling/Multiple Birth Fees

- When a family has two children attending in the same year, the family is entitled to a 10% discount on the second (and any subsequent) child's fees.
    - For the purposes of calculating the sibling discount, the eldest child is taken to be the first child.
- Families who have triplets or quadruplets are entitled to receive a State Government Funded Kindergarten Fee Subsidy which will enable the children to attend kindergarten at no cost (or minimal cost). This subsidy is provided to offset the financial burden faced by families that have three or more children attending kindergarten.

5.6 Early Start Kindergarten

Three-year-old children that meet the Early Start eligibility criteria can attend a funded kindergarten program free of charge. The kindergarten receives funding for children who meet the eligibility criteria. Contact the Kindergarten team on 9298 8000 or refer to Department of Education and Training website for further information.

6. Refund of Kindergarten Fees and Charges

If a family becomes eligible for the Kindergarten Fee Subsidy during a term, a full refund of the applicable terms fees will be provided.

7. Cancelling a Kindergarten Placement

Please notify your child's Kindergarten Educator of your intention to cancel your child's enrolment. A last attendance/finishing date must be provided.

8. Related Fact Sheets

- Family Fact Sheet – Knox Children and Family Centre (KCFC) Fees and Charges

9. Related Policies and Procedures

- Fees and Fee Payment Policy and Procedure
- Funded Kindergarten Policy
- Funded Kindergarten Registration and Enrolment Procedure