

HENSCHKE PRIMARY SCHOOL



105 Fernleigh Road
Wagga Wagga NSW 2650
PO Box 7366 Mount Austin NSW 2650
Phone: 02 6925 1870 Fax: 02 6925 4824
Email: hp-info@www.catholic.edu.au

Dear Parents/Guardians,

SCHOOL FEE PAYMENTS

As Principal of Henschke Primary School I am responsible for the financial management of the School and I am assisted by the School Council Finance Committee with the collection of school fees. I must stress that the collection of school fees is critically important to enable the School to financially operate.

Set out below is a list of the 2017 Tuition Fees, Book Fees and Sports Levy. The fees listed are expressed **PER CHILD**.

	<u>Tuition Fees</u> <u>Per Term</u> \$	<u>Book Fees</u> <u>Per Year</u> \$	<u>Sports Levy</u> <u>Per Year</u> \$	<u>Yearly</u> <u>Total</u> \$
1 Child at Henschke	321.00	160.00	80.00	1524.00
2 Children at Henschke	305.00	160.00	80.00	1460.00
3 Children at Henschke	256.00	160.00	80.00	1264.00
4 Children at Henschke	224.00	160.00	80.00	1136.00

In this economic climate many families face difficulty in meeting their school financial commitments and, bearing this in mind, I wish to emphasise that there are a number of methods available in coping with payment of fees. School fee accounts are sent out EACH TERM and in Term 1 the YEARLY BOOK FEE AND YEARLY SPORTS LEVY are also included. If you find that a term payment is too difficult to meet, smaller payments on a WEEKLY, FORTNIGHTLY OR MONTHLY basis are acceptable. **SCHOOL FEE ACCOUNTS** will be sent out shortly. Many parents pay the full amount due soon after accounts are sent to them. This is of great assistance to the school and we request that this practice continue. **HOWEVER, IF IT IS MORE CONVENIENT, YOU MAY COMMENCE REGULAR SMALLER PAYMENTS NOW.**

Our preferred method of payment is by **DIRECT DEPOSIT to the school's bank account: BSB 062-600 A/C No. 10010828. Please quote your school account number (found on receipts and statements) and your name as a reference when making direct deposit payments.**

Other methods of payment may be by: **EFTPOS, CREDIT/DEBIT CARD, DIRECT DEPOSIT FROM CENTRELINK, CASH, CHEQUE OR THE SCHOOL'S DIRECT DEBIT SYSTEM.**

The School's **DIRECT DEBIT PAYMENTS** commence **THURSDAY February 16** and attached you will find a DIRECT DEBIT PLANNER setting out the payment dates for the school year. **Direct Debits DO NOT** operate during school holidays. Payments may be made during the school terms as follows:

- **WEEKLY** - over 36 weeks
- **FORTNIGHTLY** - over 18 fortnights
- **MONTHLY** - over 10 months
- **TERMLY** - over 4 terms

If you wish to organise the commencement of Direct Debit payments please complete and return the attached form to Cheryl Hart or Val Dolan. **PLEASE NOTE THE FIRST PAYMENTS COMMENCE THURSDAY FEBRUARY 16.**

PAYMENTS FOR FAMILIES WHO HAVE PREVIOUSLY USED THE DIRECT DEBIT METHOD OF PAYMENT WILL CONTINUE IN 2017.

HOWEVER IF YOUR BANK ACCOUNT DETAILS HAVE CHANGED OR IF YOU NO LONGER WISH TO PAY BY THIS METHOD YOU WILL NEED TO ADVISE CHERYL HART OR VAL DOLAN 02 69251870 or dolanv@www.catholic.edu.au BEFORE FEBRUARY 16.

IF YOU COMMENCED ON FEBRUARY 16, payments, by which ever method you choose, could be spread over 36 weeks and would be finalised by the end of November. A guideline of payments is set out below.

<u>PAYMENTS PER FAMILY</u>	<u>WEEKLY</u> (36 Pymts) (Rounded)	<u>F/NIGHTLY</u> (18 Paymts) (Rounded)	<u>MONTHLY</u> (10 Pymts)	<u>TERMLY</u> (4 Paymts)	<u>YEARLY</u> (1 Paymt)
	\$	\$	\$	\$	\$
1 Child Family at Henschke	42.30	84.70	152.40	381.00	1524.00
2 Child Family at Henschke	81.10	162.20	292.00	730.00	2920.00
3 Child Family at Henschke	105.30	210.70	379.20	948.00	3792.00
4 Child Family at Henschke	126.20	252.40	454.40	1136.00	4544.00

These amounts include Tuition Fees, Book Fees and Sports Levy and are calculated to cover payments during the school terms (excluding school holidays).

We are accepting payments now if you would like to commence regular payments before the school fee statements are issued. You may leave payments in the MAIL BOX on the left of Cheryl/Val's office window.

I encourage you to take the time to give this very important information your consideration and attention.

Yours sincerely



MICHAEL JONES
Principal

6 February 2017

REMINDER: PLEASE ADVISE VAL OR CHERYL IF YOU DO NOT WISH TO CONTINUE DIRECT DEBIT PAYMENTS IN 2017

2017 DIRECT DEBIT PAYMENT DATES

JANUARY	FEBRUARY	MARCH
		2 WEEK 3 FORTNIGHT 2
		9 WEEK 4 TERM 1
	16 WEEK 1 FORTNIGHT 1	16 WEEK 5 FORTNIGHT 3
	23 WEEK 2 MONTH 1	23 WEEK 6 MONTH 2
		30 WEEK 7
APRIL	MAY	JUNE
6 WEEK 8 FORTNIGHT 4	4 WEEK 10 FORTNIGHT 5	1 WEEK 14 FORTNIGHT 7
	11 WEEK 11 TERM 2	8 WEEK 15
	18 WEEK 12 FORTNIGHT 6	15 WEEK 16 FORTNIGHT 8
27 WEEK 9 MONTH 3	25 WEEK 13 MONTH 4	22 WEEK 17 MONTH 5
		29 WEEK 18
JULY	AUGUST	SEPTEMBER
	3 WEEK 21 FORTNIGHT 10	
	10 WEEK 22 TERM 3	7 WEEK 26 FORTNIGHT 12
20 WEEK 19 FORTNIGHT 9	17 WEEK 23 FORTNIGHT 11	14 WEEK 27 MONTH 8
27 WEEK 20 MONTH 6	24 WEEK 24 MONTH 7	21 WEEK 28 FORTNIGHT 13
	31 WEEK 25	
OCTOBER	NOVEMBER	DECEMBER
	2 WEEK 32 FORTNIGHT 16	
12 WEEK 29 FORTNIGHT 14	9 WEEK 33 TERM 4	
19 WEEK 30 MONTH 9	16 WEEK 34 FORTNIGHT 17	
26 WEEK 31 FORTNIGHT 15	23 WEEK 35 MONTH	
	30 WEEK 36 FORTNIGHT 18	



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103 Fernleigh Road
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P.O. Box 225
Mount Austin

Phone: (02) 69251870
Fax: (02) 69254824
Email: henschke@cs0.wagga.catholic.edu.au

Request for Debiting Amounts to Accounts by the Direct Debit System

Date / /

Insert name and address of Financial Institution at which your account is held

Insert your name in full:

Customer Signature(s):

Customer Address:

Insert name of account which is to be debited.

BSB Number:

Account Number:

I / We _____
(Surname or Company/Business Name) (Given Names or ACN/ARBN)

Request you until further notice in writing, to debit my/our account described in the schedule below any amounts which Henschke Primary School (User ID 068394) may debit or charge me/us through the Direct Debit System.

I / We understand and acknowledge that :

1. The Financial Institution may, in its absolute discretion, determine the order of priority of payment by it of any moneys pursuant to this Request or any authority or mandate.
2. The Financial Institution may , in its absolute discretion, at any time by notice in writing to me/us , terminate this Request as to future debits.
3. The user may , by prior arrangement and advice to me / us vary the amount or frequency of future debits.

(If joint account all signatures may be required.)

_____ Postcode _____

The Schedule

NOTE:
Direct Debiting is not available on the full range of accounts. If in doubt, please refer to your Financial Institution.

Family Name : _____ Family Number: _____

Financial Institution: _____ Amount: _____

Week: Fortnight: Month: Term: Processed: Date: _____