Nords Wharf Public School Band

# Term Fee Schedule

1. To simplify the payment system for Band fees, all fees have been combined and money will now be collected through the school office. For each child, the Band term fee will be as follows:
* Each term fee includes 9 lessons. There will be no other costs throughout the year to participate in the Band except for Band Camp, which is optional and will be held in Term 1, Week 8.
* Fundraising and P&C donations are used to supplement the costs of purchasing and maintaining instruments and attending events.
* Payments may be made on a weekly/fortnightly or term basis. Fees for each term should be finalised by **Week 8** of the term to allow for tutor’s fees to be paid on time.
* In extenuating circumstances, alternative arrangements can be requested **in writing** to the Principal.
* The dates payments are due will be written in your term Band fees account. These accounts will be mailed out to all Band families in Week 6 of Term 1, Week 2 of Terms 2, 3 and 4.

# Payment Methods

* Payments will be accepted at the Nords Wharf Public School front office, where a receipt will be issued. Fees may be paid as cash or cheque (made out to Nords Wharf Public School). They should be sealed in an envelope with your child’s name, the words Band Fees and the amount enclosed clearly marked on the envelope.
* If you are making payments by instalment you must advise the front office manager. Please follow the procedure above when making payments. A computerized accounts system tracks all payments.

# Overdue Accounts

* Nords Wharf Public School is committed to having happy and financial Band members. Prompt payment of all fees is expected when they are due, unless other arrangements have been made with the Principal.
* **If full payment has not been received by the end of the term, the student will be excluded from the Band program until all fees are up-to-date. Their instrument, if hired, will need to be returned to the school. The instrument will be placed in storage for 2 weeks. If the account is not finalized during this period (or arrangements for payments made) the instrument will be available to be allocated to another player.**
* **Your child will be welcome to participate in the Band again when outstanding fees are paid.**
* If your family is experiencing financial difficulties, please do not hesitate to contact the Principal.

# Incorrect Accounts

* Contact the office manager if you have queries regarding your account. A computerised account keeping record keeps track of all accounts and payments.

# Missed Lessons

* A record of lessons is kept by the tutor and this is signed by the Band member having the lesson as a record of attendance.
* **If the tutor is sick or absent from lessons**, then a missed lesson id usually made up by the tutor. The Band member will sign the lesson record to indicate a make-up lesson has been taken.
* **If a child is sick or absent and misses a lesson,** it will only be made up at the discretion and availability of the tutor and when 24 hours notice of absence has been given to the tutor on

Ph 0414 435 406.

* **If a child is absent due to other school activities,** e.g. Starstruck, excursions or representative sport, missed lessons may not be made up. Alternative lesson arrangements are offered when possible.
* **If your child misses a lesson please DO** NOT deduct this lesson from the term fee. Tutors are employed and are paid their full wages, regardless of your child’s absence.

# Repair of Damaged Instruments (Hired)

* Band members are responsible for the correct care of their instruments. Parents/Carers will be billed for any repair work needed for a hire instrument that is damaged through neglect or improper treatment/use.
* An annual workshop on the care and maintenance of instruments will be held during the year. Band members and parents/carers are required to attend this workshop. If families have other commitments on the appointed day, please contact Ms Hook to arrange an alternate session.

# Withdrawal from the Band

* If a student withdraws from the Band program, written notification from the parent/carer is required, indicating the date of withdrawal.

# Nords Wharf Public School: 2015 Band Fee Schedule Agreement

**Parent/Carer Copy**

Band Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Parent/Carer’s name) have read and agree to abide by the 2015 Nords Wharf Public School Band Fee Schedule.
2. I understand that if my child misses a lesson, the lesson cannot be deducted from the term fees, as set out in the Section 5 of the Fee Schedule.
3. I understand that if the term fee is not paid on time, procedures will be taken as set out in Section 3 of this Fee Schedule. I understand that my child will be excluded from the Band program and their instrument (if hired) will need to be returned to the school until all outstanding fees are paid.
4. However, I understand my child will stay in the Band Program if prior arrangements have been made in writing with the Principal and a fee payment plan has been agreed to.
5. I understand that I will be billed for any repair work needed if my child’s instrument has been damaged through neglect or improper treatment/use. I also understand that it is a requirement for my child and his/her parent/carer to attend a workshop on the care and maintenance of the instrument.
6. I understand that if my child wishes to withdraw from the Band Program that I need to inform the school in writing, indicating the date of withdrawal. All fees due up until that date will need to be finalised.
7. I will be paying my child’s fees: Weekly □

Fortnightly □

Full Payment □

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

 Parent/Carer Print Name Date

# Nords Wharf Public School: 2015 Band Fee Schedule Agreement

**School Copy**

Band Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Parent/Carer’s name) have read and agree to abide by the 2015 Nords Wharf Public School Band Fee Schedule.
2. I understand that if my child misses a lesson, the lesson cannot be deducted from the term fees, as set out in the Section 5 of the Fee Schedule.
3. I understand that if the term fee is not paid on time, procedures will be taken as set out in Section 3 of this Fee Schedule. I understand that my child will be excluded from the Band program and their instrument (if hired) will need to be returned to the school until all outstanding fees are paid.
4. However, I understand my child will stay in the Band Program if prior arrangements have been made in writing with the Principal and a fee payment plan has been agreed to.
5. I understand that I will be billed for any repair work needed if my child’s instrument has been damaged through neglect or improper treatment/use. I also understand that it is a requirement for my child and his/her parent/carer to attend a workshop on the care and maintenance of the instrument.
6. I understand that if my child wishes to withdraw from the Band Program that I need to inform the school in writing, indicating the date of withdrawal. All fees due up until that date will need to be finalised.
7. I will be paying my child’s fees: Weekly □

Fortnightly □

Full Payment □

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

 Parent/Carer Print Name Date

**Budgeting 2015**

9x weeks of lessons = $117/term

Instrument hire = $30/term

Band membership = $33/term

Total Band Membership fees/year = $132/child

Expenditure per child = $100 ($30 CAPApillar, $60 BandLink, $10 BandFest)

The remaining balance will be used to pay for expenses, such as Conductor Fees for attendance at special events.