

7 Dilworth Avenue
Remuera, Auckland 1050

P. 522 2122
E. smallworld@kidicorp.co.nz

www.smallworldchildcare.co.nz



Effective: 5 December 2011

Small World is a special place for children and families with a deserved reputation for dynamic and innovative educational programmes. We could tell you it's about passionate and knowledgeable teachers, small group sizes, great ratios or superb facilities and resources – but that would be only part of the story. So please call us and we will make time to show you around.

For your information, our fees (GST inclusive) are as follows:

Bookings (Minimum booking 2 days per week)

- As with other childcare facilities and private schools full fees apply for emergency closures, absence and sick days but there will be no charge for Statutory Holidays or for the 1 week closure over the Christmas period.

Full Time

	Under 3	3 + years	3+ years
	Full time	Full time with 20 Hours ECE*	Full time without 20 Hours ECE
Daily Rate	\$115.50	\$89.25	\$115.50
Four Day Rate	\$414.70	\$320.20	\$409.50
Weekly Rate	\$493.50	\$378.00	\$467.20

Sessions

	Under 3	Under 3	Under 3	3 + years	3 + years
	Part time 8:30 to 3:30	Session 4 hours between 7.30 to 12.30	Session 4 hours between 12.30 to 5.30	Part time with 20 Hours ECE * 8:30am – 3:30pm	Part time without 20 Hours ECE 8:30am – 3:30pm
Daily Rate	\$95.00	\$49.00	\$47.00	\$84.00	\$110.25
Four Day Rate	\$342.00	\$196.00	\$188.00	\$304.50	\$393.75
Weekly Rate	\$404.00	\$245.00	\$235.00	\$357.00	\$446.25

Meals

We supply tasty, nutritious lunch, morning tea and afternoon tea which changes on a daily and seasonal basis.

Subsidies

20 Hours ECE

If 20 Hours ECE is available at this centre, then it is available to all children aged 3 + years old provided the Attestation Form has been completed in full on, or prior to, the date of entitlement. No fees are charged for the hours for care that are fully attested under 20 hours ECE. Fees quoted are charged for the hours outside of the attested hours. This benefit ceases after 3 weeks of continuous absence and full fees will be payable unless otherwise agreed in writing prior to the event. For further details please refer to the information provided by the Ministry of Education.

*These rates are dependant on you allocating your full entitlement of 20 Hours ECE to Small World. If you share your entitlement of 20 Hours ECE with another service, the rates will be adjusted to take into account the reduced Government funding to ABC.

Work & Income New Zealand

Some families are entitled to a child-care subsidy from Work & Income New Zealand. For further information please speak to the Centre Manager or visit www.workingforfamilies.govt.nz

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Discounts

Discounts are allowed at the discretion of the company and maybe withdrawn at any time. Discounts will be withdrawn for accounts not paid in accordance with the payment agreement

Holiday Discount

Holidays are an important time for families. That's why we offer a holiday discount for 3 weeks per year at 50%. This applies to **full** weekly bookings. For children enrolled less than a full week, the discount will be applied pro-rata. e.g a child enrolled for 2 days a week will receive 6 days in total at the discounted rate. Two weeks written notice is required.

All fees are to be paid in advance when going on holiday, i.e. if on holiday for three weeks the fees, less any eligible discount, must be paid prior to going on holiday or my child's place at the centre will be cancelled. Holiday discount is only applicable if fee payments are kept within the payment terms.

Sibling Discount

We understand that it's important and beneficial to have siblings attend the same child care facility. So we offer a 10% discount for the youngest siblings booked in our centre. And, if you have three children attending the same centre the youngest two will receive the 10% fee discount.

Fee Payment

- Direct debit is our preferred method of payment. Enclosed in this pack is your direct debit authority. Please fill this out and hand to your Centre Manager to ensure your fee payment is set up to coincide with your child's first week of care. Accounts are issued weekly and put in the parent pockets or emailed. Other methods of payment are by way of arrangement only with your Centre Manager and must be made two (2) weeks in advance. For the safety of our children and staff, ABC **does not accept** cash or cheque.
- Fees are payable two (2) weeks in advance. However; if paying by direct debit, fees will be paid in the current week of care.
- Failure to maintain your fees in advance may result in a late payment fee of \$5 per week, every week your account is not paid in advance, Interest may be charged on all overdue balances and any collection costs will be charged to your account.
- Fees will be charged for booked days that the child does not attend due to illness, holiday, or emergency closures. Small World does not charge for statutory holidays.
- All fees must be paid in full prior to the date your child leaves the centre.
- There is a non refundable \$20 administration fee payable at the time of the enrolment.
- If your child is booked part time, and you do not pick up the child at the specified end time, you will be charged the full day rate. A 15 minute grace period will be considered in exceptional circumstances.
- A Late Fee will be charged of \$1 per minute if your child is not collected from the centre by closing time. The centre is not licensed to care for your child outside of opening hours
- All discounts (holiday, sibling and staff discounts) are only applicable if fee payments are kept within the payment terms.

Changes and Notice Periods

We require 2 weeks notice in writing if you wish to terminate or change the booking for your child. Please ensure you notify the centre in writing, and advise Work and Income if appropriate. Two weeks notice is required when your child is to leave the centre. Failure to give two weeks notice will result in you being liable for all charges to the date notice is given in addition to the two week notice period.

Centre Rules and Policies, and Terms and Conditions of Enrolment

The terms and conditions contained herein are not exhaustive. Detailed terms and conditions are contained in published centre policy documents, rules, notices, parent handbook, etc.

This fee schedule may be reviewed from time to time. Where possible at least two weeks notice of any changes will be given. The centre reserves the right to add, amend, clarify or delete terms, conditions or policies by issuing newsletters, notices or posting notification on one of the centre notice boards or the website.

Daily Requirements

Please ensure you send your child each day with spare clothes in case of a mishap, a sunhat/warm hat depending on season, pre-prepared bottles of formula if required and nappies if required. Please ensure all items are clearly named.

If you have any questions please feel free to contact your Centre Manager or our National Support Office on 0800 ABC KIDS