

OUR AIM

At Catholic Early Learning and Care (CELIC), we provide high quality care and value for money for the children who attend our services and their families. The collection of fees and management of debts is performed in an ethical and efficient manner to ensure the quality of care provided is not affected by non-payment of fees.

It is our policy to:

- Collect fees weekly via Direct Debit Authority for the prior week's care.
- Send weekly statements prior to the Direct Debit Authority deduction.
- Provide significant savings to families by not charging fees on public holidays or during centre closure periods.

OSHC ONLY

FEE TYPE	DESCRIPTION	BSC	ASC	VACATION CARE
Full-time 5 days care	Full week booking	\$22.30	\$32.80	
Daily - Casual	Any booking less than 5 days per week	\$27.60	\$39.50	\$77.70
Pupil free	Pupil free day			\$77.70
Other days	½ day fee (last day Term 4)			\$42.10

PLEASE NOTE

All fees are effective from Wednesday 28th January 2026.
Fees quoted may be reduced by Child Care Subsidy where applicable.
Not all locations offer Before School Care, further information available at [CELIC](#)

NOTICE TO/CANCELLATION OF A BOOKING OSHC ONLY

We require a minimum of **7 days'** notice, Term- time and **14 days'** notice for Vacation Care, otherwise you will be charged the regular fee.

Casual bookings can only be made **7 days** in advance, based on availability.

NON-ATTENDANCE ON FIRST AND LAST DAYS OF CARE

If a child is booked in to start on a particular date, and does not start on that day, no Child Care Subsidy will be paid until the child physically attends care. Similarly, a childcare service is taken to have permanently ceased providing care for a child on the day the child last physically attends care. Child Care Subsidy will not be paid for absences submitted after a child last physically attends a session of care.

If a family has confirmed their child's last day at a service, but that child does not attend their last booked sessions of care, no Child Care Subsidy will be paid for any days after the child's last physical attendance at the service. Any additional gap will be payable and deducted via Direct Debit Authority after an eight-week non-attendance period. We request that you advise us as soon as possible if your child will not be returning to the service.

If absences are reported after the child's last physical attendance and Child Care Subsidy is incorrectly paid,

CATHOLIC EARLY LEARNING & CARE

2026 FEE SCHEDULE

these amounts will be recovered from the service.

LATE FEES

Children collected after the 6pm closing time will incur a late fee of \$10 per child for every 5 minutes until collected. (e.g. pick up at 6:10pm for two children will incur a late fee of \$40. Two children at 6:15pm will incur a \$60 late charge). This fee is to cover additional staffing costs.

NON-COMMUNICATION FEE – AFTER SCHOOL CARE ONLY

It is important that Centres are aware of attendance numbers in order to provide adequate and compliant staffing.

Parents who do not notify the Centre, **before 1pm via the OWNA APP**, that their child/children will not be attending a booked session will be charged \$10 per child on each occurrence (see Arrivals and Departures). If you need assistance with the OWNA APP, please contact the Nominated Supervisor at your Centre. This charge will not attract CCS.

DIGITAL COMMUNICATIONS & INTERNET ENABLED DEVICES FEE

Authorised nominee (including families, guardians and caregivers) breach of this policy will result in a \$25 fee per occurrence.

RECOVERY OF OUTSTANDING FEES

Failure to pay fees within agreed timeframes is a breach of the conditions of your child's enrolment and may result in withdrawal of childcare until payment is received in full or a payment plan is negotiated. Failure to adhere to the negotiated agreement may result in termination of care and account referral to a debt collection agency. All debts collection costs will be added to your account.

GENUINE HARDSHIP CASES

The Diocese will make every effort to assist families to deal with exceptional circumstances they may be experiencing. Pastoral care support, professional counselling and/or financial assistance from within the Diocese may be offered to families in need. Families may apply to the Director Catholic Early Learning & Care to discuss your needs. Please see our "[Contact Us](#)" page for details.

** except where 42 absence days have already been recorded in the current financial year and specific documentary evidence is provided*

MERCHANT FEES

OWNA has advised of updated merchant fees as from 01.01.2024:

Credit Card	1.75 %	Amex	2.65 %	Dishonour Fees	\$2.50
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