

## Sylvania Heights BASC – Blue Care

10<sup>th</sup> October 2016

Dear SHBASC Blue Care Parents,

Congratulation to all involved in the Blue Care Child Care Centre.

The Centre has progressed through many new ventures including new administrators, Becklyn P/L, new Centre Director, James and new staff, and the creation of a Vacation Care session.

Perhaps one last item to clean up is the payment of attendance fees.

Currently the Centre has some 22 families who owe \$320 or more over 4 weeks.

Families who owe some money over 4 weeks and more total to more than \$17,600.

Despite constant reminders from your Centre's administrators, Blue Care having the lowest child care fees per session in the district, and very reasonable government (CCR 50%) subsidies, some families are simply not remitting payments on a regular basis.

The Sylvania Heights BASC Management Committee has no option but to implement the attached new fees policy.

Could you please open and read this policy as the Committee has decided its effect will come into play at the beginning of Week 2 Term 4 2016.

The following is a summary of actions contained in the fees policy.

1. Statements emailed to parents at least every fortnight, usually on a Tuesday.
2. Parents are expected to pay their outstanding amount within 7 days
3. Reminder letter emailed after 7 days
4. Non-payment of outstanding amount may result in attendance bookings being cancelled

Parents experiencing financial difficulties need to communicate same to the Centre Director, [shbasc@tpg.com.au](mailto:shbasc@tpg.com.au) and / or Becklyn staff, [julie@becklyn.com.au](mailto:julie@becklyn.com.au)

The Committee sincerely hopes everyone can understand the need for and will comply with this new policy.

SHBASC Management Committee