



# 2023 Tuition Fees Payment Information

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## 2023 Tuition Fees

The Board of Lobethal Lutheran School has approved the following Schedule of Tuition Fees for 2023.

A continuing priority of the Board and School Leadership is ensuring that fees remain affordable for families, while also resourcing high-quality educational opportunities and ongoing development of facilities.

Summary of the compulsory 2023 tuition fee payable for each student:

	<b>Years F - 6</b>	
Tuition Fee	\$3,635 <u>115</u> \$3,750	includes IT Levy of \$115 (previously charged separately)
<b>TOTAL</b>	<b>\$3,750</b>	

### Tuition Fee

The tuition fee (and beyond learners levy) is billed in full at the beginning of the year and can be paid in full or in regular instalments throughout the year.

In order to keep additional billing for families to a minimum, we have endeavoured to make the tuition fee as all-inclusive as we possibly can.

The tuition fee includes:

- 24 hour student accident insurance (conditions apply)
- ambulance cover for accident and injury whilst participating in school activities
- some student activities and resources.

The tuition fee does not include:

- co-curricular activities
- camps
- stationery requirements and books
- school uniforms
- bus fees
- for some activities such as excursions and incursions, there may be an additional charge and this will be communicated when consenting to the activity.

## 2023 Levies

### Beyond Learners Levy

The Beyond Learners Levy is \$60 per student per annum. Once a week, Lobethal Lutheran students are bussed off site, to a forest glen haven at Spring Head, to engage in the innovative, rich outdoor learning program, 'Beyond'.

## Building Fund

The Building Fund contribution is a voluntary donation of \$100 per family per annum. This levy helps ensure that the school's facilities are maintained to an excellent standard so that learning is stimulating and each child reaches their potential. Whilst this is optional, it is very beneficial for the school and provides a tax deduction for families.

## Issuing Tuition Fee Accounts

For 2023, compulsory tuition fees, levies and additional charges will be issued as follows:

	Account Issued	Payment Due Date
Annual Fees & Levies	by 20 January	1. by 3 February to receive early payment discount of 4% on tuition fee or 2. by regular payment plan (see below)
Other costs and incidental charges e.g. camps, activities	Term 1 – by 28 April Term 2 – by 21 July Term 3 – by 13 October Term 4 – by 8 December	1. within 14 days via FACTS (where specified) or 2. added to regular instalments for the remainder of the FACTS payment plan or 3. other date as advised

## Payment of Fees

All family accounts are billed in line with the contractual enrolment forms signed by parents / caregivers when they have accepted a place at Lobethal Lutheran School. Payment of the full fees billed is required by the due date as per these terms and conditions.

Lobethal Lutheran School uses the FACTS parent payment portal to advise tuition fee charges and receive payments. Therefore, all parents / caregivers will require a FACTS account.

Fees for the 2023 school year will be billed mid-January. All parents / caregivers who pay the entire year's compulsory tuition fee and levies in full by the due date of 3 February, will receive a 4% discount on the net tuition fee (tuition fee less sibling discount).

This option is strongly recommended to receive savings as follows:

	Years F - 6	
First Child	\$3,600	\$150 saving
Second Child	\$3,240	\$135 saving
Third Child	\$2,880	\$120 saving

This discount will only apply to full fees (less any sibling discounts) and not in conjunction with any other discount i.e. School Card or bursary.

Parents / caregivers are required to set up a payment plan using the school's payment plan provider, FACTS Management (refer FACTS information in this document).

Payment plans are scheduled over the year, February to December as per below.

2023 Payment plan options:

- Annual: payment in full by 3 February
- Per Term: 4 payments no later than 28 February; 31 May; 31 August; and 30 November
- Monthly: 11 payments commencing no later than 3 February
- Fortnightly: 22 payments commencing no later than 3 February
- Weekly: 44 payments commencing no later than 3 February

Estimate of 2023 payment plans based on tuition fee and beyond learners levy for one child:

	<b>Annual 4% discount</b>	<b>Per Term 4 payments</b>	<b>Monthly 11 payments</b>	<b>Fortnightly 22 payments</b>	<b>Weekly 44 payments</b>
Years F-6	\$3,660	\$953	\$347	\$173	\$347

The absence of an approved payment plan can affect ongoing enrolment of your child / children at Lobethal Lutheran School. The school will not allow attendance for non-compulsory activities unless an approved payment plan is in place and maintained.

## Discounts on Tuition Fees

To assist parents / caregivers in paying fees, the following discounts are offered by Lobethal Lutheran School:

### Family / Sibling Discounts

Lobethal Lutheran School has adopted the following family / sibling discounts for families with more than one student attending in the same school year:

- 1st child** pays 100% of the tuition fee
- 2nd child** receives 10% off the tuition fee
- 3rd child** receives 20% off the tuition fee
- 4th child** receives 100% off the tuition fee

For the definition of a family, the school has adopted the approach that where both enrolling parents / caregivers are the same for each student and all students are billed on one account, these family / sibling discounts will apply.

Family / sibling discounts are available as follows:

	<b>Years F - 6</b>	
First Child	\$3,750	
Second Child	\$3,375	\$375 discount
Third Child	\$3,000	\$750 discount
Fourth Child	\$0	\$3,750 discount

## **Family Loyalty Discount – HILS (Hills Integrated Lutheran Schools)**

Families who have at least one child at both Cornerstone College and Lobethal Lutheran School, will receive a Family Loyalty Discount.

Families will receive a total discount of \$1,000 each year comprising of \$200 off the eldest child's school fees at Lobethal Lutheran School and \$800 off the eldest child's school fees at Cornerstone College. This reduction is on top of the normal sibling discount provided by Lobethal Lutheran School.

## **School Card Rebate**

A tuition fee discount of \$500 is provided for any family who qualifies for the Department for Education (DfE) School Card scheme. It is granted to families according to guidelines set by DfE and must be applied for annually using their online application form. Guidelines for eligibility and forms are located at:

[www.sa.gov.au/topics/education-and-learning/financial-help-scholarships-and-grants/school-card-scheme](http://www.sa.gov.au/topics/education-and-learning/financial-help-scholarships-and-grants/school-card-scheme)

Please note that 2023 application forms may not be available online until December 2022 or January 2023.

By parents submitting an application, the school is automatically advised when eligibility is confirmed.

## **Families Experiencing Financial Hardship**

We encourage any family experiencing financial hardship to make contact with our Business Manager to have a confidential discussion concerning your personal situation. We have a structured process in place whereby families can provide evidence of financial hardship to access an appropriate level of financial support.

## **Separated Families / Splitting of Fee Accounts**

As previously mentioned, family accounts will be billed as per the signed enrolment form. Where this represents a separated family, the school expects the enrolling parents / caregivers to work out payment arrangements between themselves, ensuring all fees are paid. Any such arrangement will have no bearing on the joint and / or separate liability that exists via the enrolment documentation.

Parents / caregivers will have the opportunity to split their payment schedules and instigate separate payment plans with FACTS. This can only be actioned prior to the commencement of the school year and will require both enrolling parties to agree and set up individual authorities within FACTS. The splitting of fees should not be an assumption that each party is only required to pay 50% of total fees. There is a need to ensure that the full fees billed are paid and the amount each party is agreeing to pay is affordable for them.

## **Withdrawal of a Student**

A full term's notice in writing must be given to the Principal before the removal of a student

Failure to give such notice will involve the payment of a withdrawal fee that is up to a limit of one term's fees in accordance with the enrolment agreement, irrespective of the date the student may leave during the term.

Should a student be required to leave the school for any reason, the fee for the relative period of enrolment will be charged based on the number of weeks of attendance prior to officially leaving the school.



## **Payment of Fees While Absent from the School**

Lobethal Lutheran School requires at least one term's notice if you are withdrawing your child / children for a long period during the school year. Any reduction in fees payable during this period will need to be discussed with the Principal. This is only negotiable for a period greater than one term in length. The school reserves the right to charge a nominal fee to hold the enrolment place during this period of absence.

Parents / caregivers not advising the school of a long period of absence are expected to pay full fees to maintain enrolment at Lobethal Lutheran School during this period.

## **Debt Collection**

Lobethal Lutheran School is committed to working with every family to support the education of their children. We understand that families have different financial circumstances and we may need to work with them to negotiate fee payments which are fair and equitable to all parties (the school and the family). The effectiveness of our approach depends on the mutual ongoing commitment and regular communication for any changes in circumstances.

When a family is unresponsive to the reasonable efforts from the school to collect fees and charges owing, it may refer the account to a debt collection service. All associated costs will be borne by the family as per the terms and conditions of the enrolment agreement. When there is a change in circumstance of a relationship status, parties who are signatories will still be liable jointly and / or severally for their tuition fee account.

## **Other Costs and Incidental Charges**

Payments / caregivers are responsible for the payment of other costs from time to time. Payment of other costs and incidental charges will be advised by the school as 1) being due within 14 days, 2) spread across the remaining FACTS payment plan, or 3) by the date provided by the College.

Within FACTS, payments for incidental charges are deducted separately from the nominated bank account, credit card or debit card on the date they are due.

## **Stationery Requirements**

The stationery supplies required by students for each year are provided by the school and supplied through Campion at an additional cost.

## **Activities / Excursions / Incursions / Camps / Trips**

Participation in most activities is a compulsory component of the school's curriculum program. As these activities are considered core to the teaching and learning process, all planning and costings for these is done with the expectation that all students will attend.

## FACTS

FACTS is the school's provider for the payment of tuition fees and charges.

### FACTS snapshot

Families who have Auto Pay plans in 2022 do not need to create a new Auto Pay plan for 2023. The Auto Pay plan continues although the payment plan amount will be adjusted according to the tuition fees billed. The payment frequency can be adjusted and this will vary the instalment amount. To amend your current Auto Pay frequency, please contact FACTS on 1300 322 871 or the School Finance Office on 8398 6000.

Families on **Invoice Only** and **all new families to the school in 2023** will need to login and register in FACTS to set up your 2023 payment plan. We ask that you do this by **20 January 2023**. You will receive an email invitation containing the website link and your unique online code in mid-January.

Families can arrange now to make tuition fee payments in advance in FACTS using the Prepay Accounts tile. This option is available for the early commencement of payments towards 2023 tuition fees.

Should you need assistance in doing this, please contact the School Finance Office on 8398 6000. You can also contact the experienced and friendly FACTS Customer Service Team on 1300 322 871. They will be available Monday to Friday from 9.00am to 5.00pm (AEST/ADST).

## Lobethal Lutheran School Finance Office Contact Details

**Phone:** (08) 8398 6000

**Email:** [lobethal\\_accounts@cornerstone.sa.edu.au](mailto:lobethal_accounts@cornerstone.sa.edu.au)