

## Financial Policy for Families

### Rational

- Ⓢ Nancy Winter Early Childhood Centre is a non-profit making organisation. All monies will be used to improve the education and resources for the families of the Waimarino.
- Ⓢ We want to provide the best care we can and therefore employ more staff than the Ministry of Education requires under regulation.
- Ⓢ We charge for the days your child is not here (except on public holidays and 4 weeks over Christmas when we are closed). This is to ensure the continued employment of qualified staff and the sustainability of the Centre. (WINZ also contributes when your child is not here for up to 3 or more consecutive weeks depending on circumstance).

### Procedures and Information

- Ⓢ We are open 48 weeks of the year. Your attendance agreement includes school holidays except for the 4 weeks over Christmas. We do not charge for closed days.
- Ⓢ Please pay fees by automatic payment, cash or cheque. (No Eftpos available).
- Ⓢ Invoices will be forwarded for any outstanding amounts or upon request on a weekly basis.
- Ⓢ If applying for WINZ Child Care subsidy, we will make an arrangement with you regarding your weekly fee, during the WINZ processing period.
- Ⓢ Times booked will be charged at full fees, this includes absence and sickness.
- Ⓢ Changes to attendance agreements can be made at the office and depend on availability. Two weeks' notice will need to be given should you choose to reduce your hours.
- Ⓢ Every child is entitled to one free week's usual permanent booking that will be credited the week prior to Christmas closing or the week prior to the child leaving on a proportional basis.
- Ⓢ Once fees become three weeks overdue your child's position may be lost.
- Ⓢ Due to inflation, the fee structure may be reviewed at 1<sup>st</sup> April each year.

Please note:

- Ⓢ Nancy Winter Centre income and expenditure information is available at all times from the office and in the Annual report which can be seen online at [www.nancywinterchildcare.com](http://www.nancywinterchildcare.com)

Your family may be eligible for a WINZ Child Care subsidy; you are welcome to discuss this with the office staff. We have the forms available but it is the responsibility of the family to ensure they are completed and returned to WINZ.

If you are receiving the WINZ subsidy please ensure you are familiar with your obligations to them.

Note:

The WINZ subsidy may not cover the full hourly rate charged at the Centre.

## Fee structure

As at: 01.05.2022

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	Over 2	Under 2
Hourly rate (ordinary)	\$5.00	\$5.20
Hourly Rate (for WINZ subsidy)	\$5.69	\$5.69

- This variation is to enable our families to maximize the money available within the WINZ subsidy therefore reducing the amount the family needs to pay. Further clarification can be given by office staff.

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### **Account Number**

Raetihi Early Childhood Education Trust

Trading as the Nancy Winter Early Childhood Centre

BNZ Ohakune

02-0712-0003218-00

Date: 13.04.2022

Review date: 01.04.2023