



# 2025 | FFPOS

## Schedule of Fees and Business Conditions



**St Hilda's**  
ANGLICAN SCHOOL FOR GIRLS

## FEES AND CHARGES

### REGISTRATION FEE

A Registration Fee of \$150 (including GST) is payable with each application for student enrolment. The fee, which is non-refundable, covers the administration cost associated with enrolment.

### CONFIRMING FEE

The Confirming Fee is \$12,835. Upon acceptance of a place (usually three years prior to entry), a non-refundable, non-transferable Confirming Fee is payable to the School.

Please Note:

2

- Subsequent siblings receive a 25% discount on the Confirming Fee.
- Financial Members of GHS & St Hilda's Old Scholars Association will receive a 10% discount.
- There is no re-enrolment fee, but students returning to the School after being withdrawn will pay the difference between their initial Confirming Fee and the current Confirming Fee for the year they are entering.

## FEES AND CHARGES

	ANNUAL	ANNUAL (in Advance)	2 INSTALMENTS (by Semester)
FFPOS (PP-6)	\$36,398	\$36,034.02	\$18,199
FFPOS (Year 7-12)	\$54,565	\$54,019.35	\$27,282.50

### ANNUAL PAYMENT DISCOUNT

A 1% discount applies for a full year's Tuition Fee paid by 29 January 2025.

## BOARDING FEES

Boarding fees are additional to tuition fees and include full board and supervision, nursing services and some laundry services.

	ANNUAL	ANNUAL (in Advance)	2 INSTALMENTS (by Semester)
Years 7 - 12	\$29,142	\$28,850.58	\$14,571

### Overseas Student Health Cover

All FFPOS students are required to organise Private Health Insurance for the number of years enrolled.

## OTHER CHARGES

### Technology Levy

The Technology Levy supports the provision of the student device, robust school networks, and modern technical infrastructure essential for a seamless digital learning experience. It provides students with in class room devices in Years 2 and 3, and individual devices in Years 4-12, which are secure and compliant with the School's specifications as part of the academic program.

The Annual Technology Levy is applied to the Annual Fee Account. This fee is reviewed annually.

Year 2 to 3: \$450 Year 4 to 6: \$600 Year 7 to 12: \$950

The program includes the device, accidental damage insurance (excess of \$100 payable) and technical management. Should an accidental damage claim be rejected by the insurer, the full cost of the repair will be charged to fee accounts. In the event that the student's device is lost, a charge equal to the current market value of the device will apply.

The device remains the property of the School and is required to be returned to the School upon request or prior to a student finishing at St Hilda's.

## Parents' and Friends' Levy

The Parents' and Friends' Levy is \$80 per family.  
This charge will be applied to the Semester 1 Fee Account.

## Anglican Schools Levy

The Anglican Schools Levy is \$20 per family and contributes to the ongoing management of the Anglican Church.  
This charge will be applied to the Semester 1 Fee Account.

## Excursions, Camps and Cocurricular

Compulsory Year camps and some curricular excursions are included in the annual tuition fee. Other charges may apply depending on the activity or cocurricular subject. A student will not be permitted to nominate for or participate in, an international, interstate or intrastate school cocurricular excursion if there is an outstanding balance on their fee account.

4  
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## PAYMENT OPTIONS

St Hilda's offers the following different payment options.

Option 1	Annual Payment	ONE payment due <b>29 January 2025</b> (1% discount)
Option 2	Semester Payments	TWO equal payments due the first day of each Semester.
Option 3	Future Prepayment	Families may apply to pay for Tuition and Boarding fees for a minimum of three future years via an application process through the Business Office. For more information please contact the Director of Business Operations.

## PAYMENT OF ACCOUNTS

Fee Accounts are emailed before the start of each semester to your nominated email address(es). It is important that the people responsible for fees keep their current or preferred email address on school records.

Please note that it will be the obligation of those responsible for the fees to inform the School via email to [accounts@sthildas.wa.edu.au](mailto:accounts@sthildas.wa.edu.au) should preferred billing details change. Outdated email records will not exempt the application of a late payment fee. The Late Payment Fee is \$250 per account and covers the additional administrative time required to follow up a late payment.

## PAYMENT METHODS

Payment of accounts may be made by the following methods. Payments using credit cards, including BPay option will incur a merchant service fee. (Mastercard/Visa 1.0%, Amex 1.95%)

- BPay** Details of the biller code and reference number appear on your Fee Account.
- Credit Card** You can pay via the Finace tab on SEQTA Engage, in person at Accounts, or by telephone on 9285 4279.
- Direct Debit** From a nominated bank or credit card account. Contact [accounts@sthildas.wa.edu.au](mailto:accounts@sthildas.wa.edu.au) to set this up.

## BUSINESS CONDITIONS

The following conditions apply.

## PARTIES TO THE AGREEMENT

This Agreement is made between St Hilda's Anglican School for Girls (St Hilda's or the School) and the Parents who accept the terms as set out at the end of this document.

The term Parents includes anyone who has agreed to these Business Conditions and has the authority to enrol the student at the School. It includes but is not limited to parents, step-parents, guardians, grandparents, extended family members and carers.

## FINANCIAL REQUIREMENTS

### Confirming Fee

Upon acceptance of a place, a non-refundable, non-transferable Confirming Fee (outlined in the Schedule of Fees) is payable by the Parent(s) to the School at the time of acceptance of a place.

### Fees

1. School fees are reviewed by the School Council annually and are published in the Schedule of Fees.
2. School fees are payable by the Parent(s) who accept these Business Conditions on or before the due date and payment methods are outlined in the annual Schedule of Fees. Payments may be made by direct debit, BPay, Visa, MasterCard or Amex. Payments using credit cards, including BPay option will incur a merchant service fee.
3. If the fees are not paid by the due date, and where no other arrangement has been reached with the Director of Business Operations, an administrative fee will be charged as per the Schedule of Fees and any discounts, bursaries or scholarships that have been applied or awarded will be removed.
4. If fee accounts remain outstanding after the due date, the student may be excluded from attending classes and will not be permitted to commence a new school term unless:
  - there are special circumstances which have been advised in writing prior to the due date
  - financial arrangements are made for payment of the unpaid fees prior to the due date which are acceptable to the School; and
  - the School Council resolves that the student shall not be so removed.
5. Outstanding accounts may be referred for legal action and debt recovery. All associated recovery costs will be payable by the Debtor.
6. Other costs, including but not limited to camps, excursions, materials or purchases, may be charged to a student's account at the School's discretion and shall be payable under the same conditions as School fees.

7. Courses studied outside the normal school program may attract additional fees and charges.
8. Fee accounts are to be up to date in order for students to participate in any trips, tours or other non-compulsory activities.
9. A pro-rata charge is applied for students entering the School during a term, as set out in the Schedule of Fees.
10. Remission of boarding and tuition fees because of absence due to illness or for any other reason will be granted only in exceptional circumstances at the School's sole discretion.

### **Payment Obligations**

Signatories to the Acceptance of Offer acknowledge that they are jointly and severally responsible for all fees, of whatsoever nature and kind, payable as a result of enrolling a child at St Hilda's. Responsibility for these fees subsists with all enrolling signatories irrespective of what may happen to the relationship (if any) of enrolling signatories.

Enrolling signatories also acknowledge and understand that St Hilda's is not bound by any Court Orders or Child Support Assessments, Orders or Agreements as between enrolling signatories. Where more than one person signs the Acceptance of Offer but payment is made by either of the enrolling signatories, or by any other party, the enrolling signatories acknowledge that they remain throughout the attendance of the child at St Hilda's jointly and severally responsible for all fees of whatsoever nature and kind, payable as a result of enrolling their child at St Hilda's.

### **GST**

Most fees and charges are GST-free. However, the School reserves the right to charge GST as and when it becomes applicable.

### **NOTICE OF WITHDRAWAL**

A full term's notice in writing must be given to the School before the withdrawal or leave of absence of a student from the School.

In the event of the intended withdrawal of a student at the end of a year, written notice must be given to the Principal prior to the commencement of Term 4. Failure to provide necessary notice will attract a payment in lieu of notice of 25% of the student's current annual tuition fee.

If a family requests a withdrawal of a student from the School for a period

of time and the family wish to return in the future, the withdrawal process must be followed. There is no re-enrolment fee, but students returning to the School after being withdrawn will pay the difference between their initial Confirming Fee and the current Confirming Fee for the year they are entering.

Confirmation of a return to the School must be notified prior to the commencement of Term 4 of the preceding year.

### **Maintaining a position in the year group**

If a family request that the School hold a place during a period of absence the current payment of full tuition fees will continue. The School does not automatically hold a place during a period of absence longer than 5 weeks. If a family requests that the school hold a place in a year group, then the full current fees apply for the period of absence.

8

### **Boarders**

An offer of enrolment in the Boarding House will be for the full calendar year of student enrolment. Any request for withdrawal must meet the provision of notice and will require the payment of the balance of the boarding fees for the remainder of the year.

In the event of the intended withdrawal of a student at the end of a calendar year, written notice must be given to the Principal, prior to the commencement of Term 4.

Transfers from the Boarding House to the Day School are subject to the same conditions as withdrawal from the Boarding House in relation to the boarding fees.

### **Refund Policy**

Refer to the School's FFPOS Refund Policy as available in the International Handbook on the School website.

## **GENERAL CONDITIONS**

### **School Values, Policies and Procedures**

All students are expected to abide by School Values, Policies and Procedures. The School reserves the right to discipline, suspend or expel any student at any time whose behaviour is considered unacceptable. In such cases, normal notice penalties will apply and no refund of fees will be made.

All parents are expected to abide by the St Hilda's Community Code



of Conduct. The Community Code of Conduct is a broad outline of behavioural principles, expectations and ideals. This policy will provide guidelines to promote desirable and appropriate behaviour to ensure that all interaction with students and adults is respectful, honest, courteous, sensitive, tactful and considerate. The Code specifies the consequences for any member of the School Community who does not comply with these standards of behaviour. The Community Code of Conduct is available on the School App under Policies as amended from time to time.

## **English Proficiency**

An overseas student must have achieved the specified level of English determined by the academic entry year which she is enrolling. Should your daughter not reach the required level of English prior to entry, final enrolment may be deferred or denied. In the latter case, monies already paid will be refunded.

## **Courses and Programs**

The School reserves the right to amend its academic and other programs at any time without notice. This may include discontinuance of teaching subjects and other programs.

## **Reports, Student Information and Disclosure**

### *Prior to Entry*

The School requires a copy of the student's most recent school report and the return of other required documentation, including medical information.

Parents agree to St Hilda's contacting their child's previous school for the purpose of collecting information regarding academic, wellbeing and administrative matters.

Parents acknowledge that they have an ongoing obligation to update the School regarding their child's learning, wellbeing and/or health needs. In circumstances where the child requires provisions or assistance in relation to learning, well-being and/or health needs, parents must fully disclose to the School all assistance and provisions required.

St Hilda's reserves the right to refuse or terminate a student's enrolment if information that is relevant to the enrolment is withheld or not provided in a timely manner.

### *Current Students*

All parents and/or guardians will be able to access their daughter's reports unless the School is provided with a copy of a court order or agreement changing that position.

## **Insurance**

Students' personal property is not insured by the School against loss or damage. Parents are advised to arrange private insurance.

Personal accident insurance is provided for all students participating in school activities or work experience.

Students are responsible for the care, maintenance and timely return of all school property. Students and/or their parents will be held liable for damage to or loss of school property. The assessed cost shall be charged to school accounts. Parents will be required to make good any damage to school property or equipment caused by students.

## **Privacy Policy**

The information supplied on an Application for Enrolment is required by the School to manage the enrolment application. No personal information will be disclosed outside the School without the express consent of the parents/ guardians unless it is for the purpose of:

- the School providing services to the student or the parent/ guardians
- advancing or protecting the needs of the student or parent/ guardians
- a related secondary purpose except when required by law.

A copy of the School's Privacy Policy is available from the School's website. Parents/Guardians acknowledge Information provided to the School about a student may be made available to the State and Commonwealth agencies.

## **Residency Status**

The School must be notified immediately of any changes to the visa or residency status of a student.

## **Student Images**

At St Hilda's Anglican School for Girls, we value the opportunity to celebrate and share student achievements, activities, and school life through various communication channels. The use of student images, including photographs, videos, and livestream recordings, is an integral part of showcasing the education we provide and fostering community engagement.

We are committed to safeguarding student privacy while recognising the importance of using images to share the vibrancy and spirit of St Hilda's. As such, parents and guardians have the right to manage and consent to the use of their child's image. At the time of enrolment, or at any time during the student's enrolment at St Hilda's, parents/guardians may elect to withdraw permission for their child's image to be used via SEQTA Engage.

Please refer to the Student Image Use policy available on the School App for more details.

### **Termination of Enrolment**

St Hilda's may terminate a student's enrolment if:

1. The School becomes aware that, either before or after the child commences at the School, the Parents/guardians have failed to provide full, true and accurate information, not declared information or have withheld known information pertaining to their child's learning, wellbeing and/or health needs; or
2. Fees are not paid by due date; or
3. Parent(s) or their daughter repeatedly or seriously breach applicable School policies, procedures or guidelines.
4. The Principal considers, in the Principal's absolute discretion, that:
  - a mutually beneficial relationship of trust and cooperation between the parents and the School has broken down; or
  - parents' (and or community members') behavior towards the School, staff, students, other parents at the School and/or other community members is not aligned, or is in direct conflict, to the School's values; or
  - parents (and or community members) engage in activity or the threat of activity that brings St Hilda's reputation into disrepute including by making comments on social media and/or other publications.

### **Alterations to Business Conditions**

The School Council reserves the right to amend the fees, charges and conditions referred to herein and on the Schedule of Fees from time to time in accordance with school policies and governing law. Any alteration will be binding on the parents/guardians as if originally embodied in these Conditions.

The terms of this Agreement (including as subsequently amended from time to time in line with the above) apply for the duration of the student's enrolment at the School.

