

26<sup>th</sup> March 2020

Dear Parents and Carers,

**RE: Payment of School Fees**

A small number of parents have approached the Business Centre seeking clarification on school fees following the Premier's instruction to parents and schools earlier this week.

We want to clarify that our schools remain open. Students, whether they are attending at school or learning at home, are all sitting in the same lessons under the one curriculum. Teachers are delivering these lessons, albeit differently to our standard approach, and we still expect students to complete their work as instructed. Accordingly, school fees are still payable from Prep to Year 12, even if children are accessing their learning remotely.

As an association we need to continue to pay our staff and our bills. Our operating costs remain unchanged, and as a not-for-profit organisation we rely on the payment of school fees to cover these costs.

Our hope and prayer is that this time of remote learning is brief and we can return to school-based learning swiftly. When we do return, our parent community will rightly expect us to be ready - which requires us to continue operating as close to normal as possible.

The federal and state government response to COVID-19 is impacting employment in certain sectors quite significantly. Families who are impacted by job loss and are experiencing financial difficulty should contact the Business Centre to discuss their fees with our Business Manager, Rob Thomas. We assure you that these matters will be managed confidentially and compassionately.

It is a possibility that at some point a stricter lockdown will be enforced, resulting in all learning occurring remotely. Under such circumstances, teachers will continue to provide students with high-quality online learning, and fees will still be payable. However, Prep fees will not be charged in this instance.

We appreciate your partnership with us as we navigate this new learning environment together.

Yours sincerely,



Simon Lainson  
ICS Principal



Darren Hutton  
CCS Principal



Rob Thomas  
Business Manager

IN CHRIST'S SERVICE, OUR MISSION IS TO PARTNER WITH PARENTS  
IN PROVIDING QUALITY CHRISTIAN EDUCATION FOUNDED ON THE WORD OF GOD

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