



Te Waka Huruherumanu ki Ōtautahi Early Learning Centre

Hours

The Centre is open Monday-Friday all year, except on statutory holidays and at least 3 weeks at Christmas.

Morning Session	7.45am -12.30pm	Morning tea and lunch provided
Afternoon Session	12.30pm-5.45pm	Afternoon tea and late snack provided

Fees *(from 1 April 2019)*

One week of full fees and/or prorata of weekly booking must be paid in advance prior to the tamaiti first day of attendance.

Community users

Part Time:	\$31.50 per session \$57.00 per day
Full Time:	\$265.00 per week
Two or more siblings:	\$255.00 per week per child

Student users

Part Time:	\$30.50 per session \$54.00 per day
Full Time:	\$255.00 per week
Two or more siblings:	\$245.00 per week per child

Holding fee:	\$60.00 per week (6 or less sessions) \$80.00 per week (7 or more sessions)
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Holding fee will be in place from 14 January 2019 – 1 February 2019 and from 2-20 December 2019

Absences

Fees will be charged when a tamaiti is absent. There is, however provision for leave which entitles whānau to a 50% reduction in fees.

Community Users

The Centre offers community users a leave entitlement of ten (10) days absence per annum charged at 50% per full time booking.

Student Users

In addition to the student holding fee, the Centre offers student users a leave entitlement of five (5) days per annum charged at 50% per full time booking.

These entitlements are also offered to families of tamaiti who attend the centre part time on a pro rata basis.

The Centre must receive written notification ten (10) working days prior to intended leave in order for the entitlement to be approved.

Public Holidays – statutory days will be charged at 50% when they fall within the Centre's opening dates.