



# CRAIGHEAD

---

## DIOCESAN SCHOOL BOARD OF PROPRIETORS

18 January 2024

**Dear Parents and Caregivers**

School accounts can be paid by internet banking into the Board of Proprietors bank account, number 01-0886-0011218-00. Please make sure you include your daughter's name with your payment so we can ensure it is credited to the correct account.

You can also pay with regular automatic payments. The amounts will vary depending on your daughter's situation and how many activities, such as rowing or other sports, that she is involved in. We recommend \$150 per week for a day girl and \$450 per week for a boarder.

**Please note, we are no longer charging an extras deposit or a surcharge so these cannot be deducted from your payments and the amounts are not included in any of the lists below.**

Our regular fees and charges for 2024 are as follows:

**DAYGIRL – 2024 PER TERM FOR A FOUR TERM YEAR**

Parent Contribution (nil GST) (Reduced by \$100 for younger sisters)	900.00
Attendance Dues (GST Incl)	74.75
Development Contribution (Eldest daughter only)	275.00
<b>TOTAL PER TERM</b>	<b>\$1,249.75</b>

For 2024 there is a 5% increase in boarding fees to keep pace with the increasing prices for the day-to-day costs such as food, electricity, and staff wages.

You will be invoiced for 30% of the year's boarding fees in Terms One, Two and Three, and the remaining 10% will be invoiced in Term Four. This applies to boarding fees only, with parent contributions, development contributions and attendance dues continuing to be charged in equal amounts over the four school terms.

We will also offer a 4% discount to parents who choose to pay the full year's boarding fee in Term One. This is on top of the current 5% discount for younger sisters in the boarding house.

If you wish to take up the offer of a discount for full boarding fees paid in Term One, please contact me, Christine Sparrow, by phone on 03 684 2270 or by email [sparrowch@craighead.school.nz](mailto:sparrowch@craighead.school.nz). and I will adjust your invoice.

**BOARDER – 2024 PER TERM FOR A FOUR TERM YEAR**

	<b>Terms One to Three</b>	<b>Term Four</b>
Boarding fees (Reduced by 5% for younger sisters)	5,345.77	1,781.92
Parent Contribution (Reduced by \$100 for younger sisters)	900.00	900.00
Attendance Dues	74.75	74.75
Development Contribution (Eldest daughter only)	275.00	275.00
<b>TOTAL PER TERM</b>	<b>\$6,595.52</b>	<b>\$3,031.67</b>

**BOARDER - PAYING FULL BOARDING FEES IN TERM ONE FOR 2024**

	<b>Term One</b>	<b>Terms Two to Four</b>
Boarding fees (Reduced by 5% for younger sisters)	17,819.24	
4% Reduction on Boarding Fee	- 712.77	
Parent Contribution (Reduced by \$100 for younger sisters)	900.00	900.00
Attendance Dues	74.75	74.75
Development Contribution (Eldest daughter only)	275.00	275.00
<b>TOTAL PER TERM</b>	<b>\$18,356.22</b>	<b>\$1,249.75</b>

**Further Information for Day Girls and Boarders**

The boarding house is not part of the Integrated School and is the sole responsibility of the Board of Proprietors

- The Parent Contribution and the Development Contribution are voluntary school donations and qualify for an IRD tax rebate. Tax receipts in the form of letters stating the amount paid for the year will be sent to parents after 31 March each year, so that you can claim the rebate.
- The Parent Contribution is to pay the Chaplain's salary, and for Religious and Social Education costs. It also goes towards teaching and learning costs such as additional teaching resources

and equipment and additional teachers, over our Ministry of Education entitlement to maintain our small class sizes.

- The Development Contribution is to go towards building developments including earthquake strengthening, much needed upgrades and new buildings.

In order to provide your daughter/s with the very best facilities as well as attracting and retaining our high caliber teaching staff, it is important for all families to pay ALL school invoices; including donations please. Craighead is unique and your commitment to our school and special character is appreciated. Thank you.

You will receive your 2024, Term One invoice via email at the end of February 2024. Please do not hesitate to contact me at any time if you have any questions or concerns about your school account or any of the charges.

Yours faithfully



Mrs Christine Sparrow  
Bursar