

## **POLICY**

### **Purpose:**

This policy has been implemented to provide students, parents/guardians and staff clarification on the collection of Contributions and Charges for the delivery of curriculum activities of the College.

This policy was determined by the College Board.

### **Scope:**

This policy is for all students, parents/guardians who are seeking enrolment or who have current students attending the College, seeking re-enrolment.

### **Definitions:**

#### **Darling Range Sports College:**

Referred to as the College.

#### **Contributions:**

These are voluntary fees to fund the learning resources for subjects in which students are enrolled in Year 7 – 10. The maximum voluntary contribution is currently fixed at \$235.00. This figure is provided by the Department of Education. Where students select subjects that incur a higher cost through the use of additional resources, these are deemed Charges and are compulsory.

The fees for subjects in Year 11-12 are known as Charges and are compulsory.

#### **Contributions and Charges:**

Contributions and Charges are used by the College to fund the curriculum activities, by providing resources to enhance the teaching and learning activities of classes/courses which are selected by students.

#### **Resources:**

Items used in classroom and other learning activities to achieve educational outcomes.

#### **Extra-Curricular activities:**

Extra-curricular activities are activities that are organised and run by the College. They are not part of the selected curriculum courses, which are listed on the Contributions and Charge sheet. These include (but not exclusively) college tours, camps, reward excursions i.e. end of term activities and excursions, river cruises, dinners and the college ball etc. Attendance is not compulsory and is generally funded by the student/s, but in some cases may be subsidised by the College.

## PROCEDURE

### 1.0 Subject Selections

Subject selection for students will be required for the forthcoming year. A deposit of \$100.00 is required on submission of the subject selection. If this is not completed the College, will not be able to guarantee placement in selected subjects. Allocation of subjects will be made based on availability.

### 2.0 Financial Hardship

The College understands that there will be cases of financial hardship within the community and will review cases of financial hardship on an individual basis. However, the final decision is at the discretion of the Principal. Parents/Guardians are encouraged to contact the College in such cases.

### 3.0 Secondary Assistance Scheme

The Department of Education provides funding of \$235.00 per year, to assist families in financial hardship in their endeavour to meet their voluntary contributions. The scheme also provides a clothing allowance of \$115.00. Families who have a current Health Care, Veterans Affairs or Centre link card/s can apply in the first term of each school year. Parents are required to provide a current valid card for witnessing on completion of your application.

### 4.0 Sports Academy Programs

The College offers specialist high performance and development sporting programs for students within the community.

These programs provide specialist coaching, quality facilities and physical resources for the students invited to join the programs. It should be noted these programs are a privilege to the students who are placed in them. While a student may trial successfully, their place in the program will not be confirmed until payment of the program charges in full are completed.

#### 4.1 New Enrolments

Parents of students who trial and subsequently are invited and enrol in a sports program are requested to complete and sign an agreement with the College which includes the agreement to pay contributions and charges in full. A deposit of \$300.00 will be required when submitting your agreement.

#### 4.2 Existing Enrolments

**4.2.1** Places in the sports programs are very competitive. Parents/guardians of students currently enrolled are required to make this payment in advance in Term 4, to secure a place in the program for the following year.

**4.2.2** A student's enrolment in the sports program is for one (1) year only. A student does not automatically progress into the subsequent year of their chosen program. Progressions in their chosen program from one year to the next is dependent on:

1. A student meeting the standards as agreed to in the Sports College Agreement
2. Parents having completed payments of their Contributions and Charges in full by the end of Semester 1, of the current enrolment year.

Where parents/guardians do not pay Contributions and Charges in full by the end of Semester 1, have not entered into or are not up to date on a school organised payment plan, students will be requested to select an alternate elective course for the following year, which generally will be General Physical Education.

For non-local intake students, parents/guardians may wish to consider enrolment at an alternative school.

Where a parent decides at a later stage to pay their child's Contributions and Charges, enrolment back into the program will be dependent upon vacancies being available in the program at the time. The College does not guarantee that there will be vacancies in the program.

## **5.0 Participation in Extra Curricular Activities**

For students to be eligible to participate in extra-curricular activities:

1. School contributions and charge must be paid in full OR
2. A Payment Plan is in place at the commencement of the college year, subject to a:
  - a) Deposit having been made on submission of subject selection in Term 4 the previous year;
  - b) Second payment is due on or before the end of Term 1;
  - c) Third payment is due on or before the end of Term 2;
  - d) Fourth and final payment will be due on or before the end of Term 3.
3. Alternate payment plans, based on financial hardship may be determined by Principal.

## **6.0 Tours and Camps**

For students to be eligible to participate in tours and camps:

1. Students must maintain appropriate standards of behaviour, attendance, dress and commitment to studies.
2. For extra-curricular activities subsidised by the College, parents/guardians must:
  - a) Have paid contributions and charges in full or
  - b) Be in a current and up to date payment plan for their contributions and charges.
  - c) Commit to completion of their payment plan for contributions and charges by the end of the school year.

## **7.0 Methods of payment**

These are three (3) options for payment of Contributions and Charges:

1. Direct debit – EFT details are provided on the Contributions and Charges sheet or by contacting the front office.  
*(this is the preferred method of payment, arrangements to be made with your bank)*
2. Credit Card
3. Cash / Cheque

## **8.0 Allocation of Funds**

Payments by parents/guardians towards Contributions and Charges will be deducted from the Voluntary School Contributions in the first instance and the balance from the school charges.

UPDATED: September 2020