

## **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 has been determined by the College Board.

### **Scope:**

This policy is for all students/parents/guardians who are seeking enrolment or who have current students attending Darling Range Sports College.

### **Definitions:**

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

Referred to as the College.

#### **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.

Contributions are the voluntary components of subjects which covers learning resources for students who are enrolled in Years 7 to 10. The maximum contribution is \$235.00 as per the Department of Education policy. There are no Contributions for Years 11 and 12.

Charges are the compulsory components of subjects which covers the purchase of materials and resources for all Learning Areas for students enrolled in Years 7 to 12. The costs for subjects in Years 11 and 12 are Charges and are compulsory.

#### **Resources:**

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

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

Extra-curricular activities are those which are organised and run by the College. They are not part of the selected curriculum courses which are listed on the Contributions and Charges sheet.

These include (but are not limited to) College tours, camps, reward excursions, river cruises, dinners and the College ball etc. Attendance at these activities is not compulsory and is funded by parents/guardians.

## **PROCEDURE**

### **1.0 Contributions and Charges**

All Contributions and Charges are to be finalised by the end of Term 3 each school year by one of the following methods:

- 1) Payment in full, or
- 2) A payment plan is entered into by the end of Term 1 where the amount of Contributions and Charges owing is calculated over the number of weeks from the commencement date of the payment plan, until the last day of Term 3.

Payments towards Contributions and Charges will be allocated to the Contributions (voluntary) in the first instance, with any balance being allocated to Charges (compulsory).

### **2.0 Secondary Assistance Scheme (SAS)**

The Department of Education provides funding to eligible parents/guardians of \$235.00 per year to meet the Contributions (voluntary) which assists families who may be in financial hardship.

The scheme also provides a uniform allowance of \$115.00.

Families who have a current Health Care, Veterans Affairs or Centrelink card/s can apply in the first term of each school year. Parents are required to provide a current and valid card for witnessing on completion and submission of the application.

### **3.0 Financial Hardship**

The College understands there will be cases of financial hardship within the community and will review such cases on an individual basis. However, the final decision is at the discretion of the Principal.

Parents/Guardians are encouraged to contact the College as soon as possible to discuss options.

### **4.0 Specialist Sports Programs**

The College offers specialist sports programs which provide elite coaching, quality facilities and physical resources for students who are accepted into the programs. It should be noted these programs are a privilege to the students who are placed in them.

#### **4.1 New Specialist Sport Program Enrolments**

Parents of students who successfully trial and are subsequently invited to enrol in a specialist sports program are required to complete and return all necessary enrolment paperwork, along with the Sports College Agreement.

At the time of receiving written confirmation that a student has been accepted into a specialist sports program, a deposit of \$300.00 is to be paid to secure their place in the program.

#### **4.2 Existing Specialist Sport Program Enrolments**

**4.2.1** A student's enrolment in a specialist sports program is for one (1) year only.

A student does not automatically progress into a specialist sports program the following year. Progression in the program from one year to the next is dependent on:

- 1) Parents having paid Contributions and Charges in full by the end of Term 3 of each school year.
- 2) A student meeting the standards as agreed to in the Sports College Agreement.
- 3) Parents/guardians having paid the \$300 deposit at the time of completing subject selections.
- 4) Parents/guardians and students signing and returning a Sports College Agreement by the end of Term 3 each school year.

**4.2.2** Where parents/guardians:

- 1) have not paid Contributions and Charges in full by the end of Term 3 or
- 2) are not up-to-date on a school organised payment plan or
- 3) have not paid the \$300 deposit at the time of completing subject selections or
- 4) have not returned a signed Sports College Agreement by the end of Term 3.

students will be removed from their specialist sports program and placed into General Physical Education for the following year.

If a student has been removed from a specialist sport program as a result of any of the above in Clause 4.2.2, placement back into their chosen specialist sport program will be dependent on places being available at that time. The College cannot guarantee that there will be places available in the program.

For students who live outside our local intake area, parents/guardians may wish to consider enrolment at their local high school.

## **5.0 Subject Selections**

Subject selection for students are completed online during Terms 2 and 3 for the following school year.

- 1) Non Sport/General Enrolments  
A deposit of \$150 is to be paid at the time subject selections are completed.
- 2) Specialist Sport Program Enrolments  
A deposit of \$300 is to be paid at the time subject selections are completed.

If the deposit is not paid, the College will not be able to guarantee placement in the student's chosen electives or specialist sport program. Allocation of electives will be made based on availability.

## **6.0 Participation in Extra Curricular Activities**

For students to be eligible to participate in extra-curricular activities during the school year:

- 1) Students must maintain appropriate standards of behaviour, attendance, uniform and commitment to studies throughout the school year.
- 2) Contributions and Charges must be paid in full OR
- 3) A Contributions and Charges payment plan has been entered into prior to the end of Term 1 and payments are up-to-date.

## **7.0 Tours and Camps**

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

- 1) Students must maintain appropriate standards of behaviour, attendance, uniform and commitment to studies throughout the school year.
- 2) Contributions and Charges have been paid in full or
- 3) A Contributions and Charges payment plan has been entered into prior to the end of Term 1 and payments are up-to-date.

## **8.0 Participation in External RTO (Registered Training Organisations) Pathways**

- 1) All costs associated with the enrolment of externally (RTO) based pathways are the direct responsibility of parents/guardians.
- 2) Information regarding associated costs will be issued by the RTO and payment is to be made direct to the RTO.
- 3) The College has no third party obligation apart from providing the information on the pathway and the pre-requisite for enrolment.

## **9.0 Methods of payment**

The College offers three (3) options for payment of Contributions and Charges:

- 1) Secure online BPoint transaction using credit or debit card. This can be set up by the College.
- 2) Direct debit – the College bank details are provided on the Contributions and Charges sheet. Parents/guardians will need to arrange this set up with bank.
- 3) Cash.