

Fee Collection Policy

Policy developed 2018.

Policy to be reviewed 2021

Identity Statement

St Joseph's; a child safe school, is a Catholic Community in the Josephite tradition where we learn and grow in the Spirit together.

Vision Statements

St Joseph's; a child safe school, strives to be an educating community:

Where the total development of each child is nurtured.

Where an environment of trust, respect, hope and safety is built, with direct reference and consideration to child safe standards and policies.

Where families and the school work in partnership sharing the responsibility to educate the child.

Where the students learn in a challenging, enjoyable and cooperative way.

Where the teachings of Jesus are taught, modelled and lived.

Graduate Outcomes

St Joseph's students learn to become:

Problem solving, inquiring, critical thinkers with high competencies in literacy and numeracy.

Technologically competent and ethical users of technology.

Hope filled, independent, resilient and confident young people.

Knowledgeable and appreciative of the Catholic faith.

Socially adept, respectful, just, environmentally conscious and appreciative of diversity.

At St Joseph's we are being our best when we are...

Being respectful;

Being friendly;

Being positive learners.

1. POLICY STATEMENT

(a) Basic Beliefs

- Children will not be precluded from enrolment because of an inability to meet financial commitments.
- Efforts will be made to ensure wherever possible, families meet their school financial commitments.
- School Board will set level of school fees which is a family fee and student levy, technology, laptop and excursion.
- Program, classroom and school budgeting will provide parameters for expenditure.
- Parents and Friends will supply school with additional income, where possible, as needs arise.
- Where deemed appropriate, Principal to apply for Funding to meet particular needs.

(b) Aims

- To ensure school income is sufficient to meet the school's needs and provide quality learning experiences for the children.

(c) Organisation

- Program and classroom budgeting to be completed by the end of year for the beginning of the next year.
- School budget is to be completed and presented to the School board annually.
- Collection of monies is as follows:

Issue of Accounts
2 nd Monday of Term 1 and 2 nd last Monday of Term 1.
2 nd Monday of Term 2 and 2 nd last Monday of Term 2.
2 nd Monday of Term 3 and 2 nd last Monday of Term 3.
2 nd Monday of Term 4. 5 th Monday of Term 4.

Individual letters from Principal will be sent under the following circumstances.

If school fees have not been paid/part paid/contact made by end of Term 3.

- Arrangements for families in financial difficulty are to be made with Parish Priest or Principal.
- Budget and Statement of Accounts to be ratified at each School Board Meeting.
- Fee structure to be itemized and include Family fee, student fee, excursion, laptop lease etc
- Classroom teachers and Principal – program and classroom budgeting.
- Principal and School Board – school budget.
- Principal and Staff – additional funds by P & F.

(e) Resources

- CEO Documents.
- Statement of Accounts

DEVELOPMENT

(a) Recommendations

- Policy will be reviewed as required and modifications will be made accordingly.

Signature: Whole Staff/School Board

Reviewed: Ratified by School Board Dec 2018.

Reviewed School Board and Leadership team. Dec 2018