

Policy – Student Participation in Non-curricula Programs

Policy Information

Policy Number:	HAL-XYZ-178
Current Version:	1.0
Policy Category:	Governance
Scope:	School Programs
PAL Link:	https://www2.education.vic.gov.au/pal/mature-minors-and-decision-making/policy

Revision History & Ratification

This policy needs to be reviewed by College Council annually or as required and ratified at the College Council meetings when changes are necessary. This policy will be published on the school's website and will be distributed to staff via Compass.

Revision Date:	Council Ratification Date:	Summary of Changes	Prepared/Approved By:
12/08/2020	November 2021	Policy Creation	Jason Patten

Purpose

Co-curricula and non-curricula programs are in addition to the core curriculum and require the College to provide financial and human resources to organise and implement. It is expected that parents meet their financial obligations to their core curriculum in order for students to access the co-curricula and non-curricula programs where there are additional charges.

Aims

- To ensure that all students have a guaranteed access to the core curriculum program at all times.
- To encourage families to meet their financial obligations to the College in line with the DET Parent Payment Policy.
- To ensure the College has the resources to provide a comprehensive and quality program for its students, including the provision of optional extras.

Implementation

- Students are guaranteed access to the core curriculum program regardless of payments.
- Families will have until the end of February in each school year to pay the College for Essential Education Items and Subject Materials Charges or to enter into an agreed and approved Payment Plan.
- Where CSEF has been applied for, the families will be considered to have made suitable arrangements towards eligible materials charges to the value of CSEF to be received. Costs over

and above that to be received in CSEF will need to be paid by or covered by an agreed and approved Payment Plan.

- Payment Plan commitments need to remain up-to-date in order for students to have access to co-curricula and non-curricula programs.
- Students who have met their financial obligations may have access to the co-curricula and non-curricula program, eg. camps, formal, trips, presentation balls.
- Should payment be made towards a co-curricula or non-curricula activity and that activity is cancelled, parents are entitled to apply for a refund for the activity.
- Where financial obligations are incomplete or payment plans are not up to date, the College Finance Officer will not be able to accept specific payments for co-curricula or non-curricula activities.
- The Principal may consider other payment arrangements, at their discretion, after consideration of all factors, including any history of the family's payments to the College.