

POLICY ON FEES

1. Reflection Material

All Hallows' Mission Statement

2. Rationale

All Hallows' School is guided by its Mission, values and ethos in determining financial arrangements related to student enrolment. Compassion and support extended to families in need are integral parts of the ethos of All Hallows' School. The School is committed to exploring all reasonable means of containing fees, levies and charges on parents, so as to maintain its inclusivity and diversity, while continuing to meet its financial obligations and ensure its financial sustainability.

In this policy, the term “school fees” pertains to all compulsory charges on the school fee account, including tuition fees, subject levies, and other levies or charges.

3. Policy

- 3.1 Within the financial capacity of the School, parental or student financial circumstances will not be the sole criterion for a student commencing or continuing in the School.
- 3.2 In any matters related to school fees, every effort will be made to safeguard the dignity of each family and to ensure the confidentiality of each situation.
- 3.3 School fee accounts will be issued in such manner and at such intervals as determined by the School management and are to be paid by their due date.
- 3.4 Tuition fees and options for making payment for each year will be set by the School Board on the recommendation of the School Board Finance and Audit Committee following consideration of budgetary estimates prepared by the Principal and Business Manager.
- 3.5 Parents/caregivers will not be permitted to enrol their daughter(s) in discretionary (extra-curricular) School activities which involve a significant cost, unless the agreed school fees have been paid.
- 3.6 Parents/caregivers who are unable to pay by the due date are expected to contact the School to make alternative arrangements which respect the principle of reciprocal obligation.
- 3.7 In justice to families who pay their school fees regularly and on time, the School will follow-up all overdue school fee accounts.

- 3.8 If the School fee account is not paid in full, payments will be directed in the following priority order: tuition fees, subject levies, other levies and charges, P & F Contribution.
- 3.9 If the School cannot resolve outstanding school fee accounts with the parents/caregivers, debt collection procedures may be undertaken to recover the amounts owing.
- 3.10 The School may cancel an enrolment where:
- (a) outstanding school fee amounts are owing to the School, and
 - (b) where satisfactory explanation and fulfilment of agreed payments have not been made.

Date Approved	2000
Date Reviewed	2005
Date Reviewed	2010
Amendment	2014
Date Reviewed	2015
Amendment	2016
Next Review	2020