

Hardship Policy



239 Pearcedale Road Cranbourne South VIC 3977 Tel: 9782 2999

Email: cranbourne.south.ps@edumail.vic.gov.au Website: <http://www.cranbournesouth.vic.edu.au/>

Policy Name	Hardship Policy	Approved	Wednesday, 3 rd June, 2020
Responsibility	Finance Committee	Review Date	June 2021

Purpose

Cranbourne South Primary School recognise that every family has a unique financial circumstance and situations can change in both short and long term. In line with the Parent Payment Policy individual circumstances may be reviewed under this policy for consideration of school charges relief.

Scope

To ensure students are not denied access to the standard curriculum program, refused instruction or disadvantaged on the basis of payments not being made for education items or services, and considering the financial hardship circumstances make alternative arrangements that provide for the required knowledge and skills to be learned.

Policy

Ensure families are aware of the avenues available to them through:

- CSEF
- State Schools Relief
- Welfare agencies

Consideration of hardship arrangements and concessions are provided to families experiencing hardship on a confidential, case-by-case basis.

The school will work in a proactive manner to support the family and the student/s. Teachers may request the Principal and/or Leadership Team to investigate where they believe there may be unreported family hardship limiting student participation.

Parents will be provided with the name and contact details of a nominated contact at the school who can discuss payment arrangements including, but not limited to, fee reductions, second hand options, resources that can be loaned from school, deferred payments, reduced payments and flexible payment plans.

Prior to generating reminder notices to parents for unpaid items, discretion should be exercised with families where there may be hardship or financial difficulties.

Appropriate, non-judgemental language will be used when addressing families experiencing hardship. Culturally responsive communication will be used that limits the use of technical terms to assist families from non-English speaking backgrounds.

Families are invited to nominate a support person to accompany them to any meetings regarding parent payment options. They may have access to an interpreter at these meetings if they choose.

The final decision of financial relief offered by Cranbourne South Primary School lies with the Principal.

Evaluation

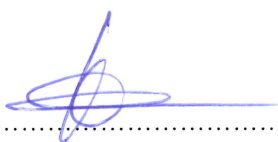
This policy will be reviewed annually to confirm/enhance internal control procedure.

Certification

This policy was ratified at the School Council Meeting held at Cranbourne South Primary School, on Wednesday, 3rd June 2020.

Signed.....

School Council President

Signed.....

Principal