



407 School Donations Procedure

1. Each March the Board of Trustees sets the level of the school donation and advertises it to parents.
2. The donation goes towards the costs of optional equipment, experiences, and services which are extra to the school's Curriculum obligations.
3. It is advertised as a donation in the newsletter.
4. Payment of the donation is voluntary.
5. Parents may pay per term, or by the year. Payment options are flexible and options will be communicated each year.
6. There is no discrimination against families who choose not to donate. Donation status is kept anonymous as practically possible. Parents who do not donate will be reminded of the opportunity each term through a personalised request for support.
7. It is not expected that the school donation cover the total cost of all activities.
8. From time to time the school may still charge parents directly for an activity or materials.
9. All donations are receipted.

Reviewed February 2018