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## **POLICY 3.60 STUDENT FEES AND FINANCIAL HARDSHIP**

In accordance with the provisions of the *School Act* and its accompanying Regulation, the Board of Education will provide free of charge, educational resource materials necessary to participate in an educational program sufficient to meet the general requirements for graduation. Students shall not be charged fees for goods and/or services for which the student cannot meet the learning outcomes or assessment requirements of an educational program, subject to exceptions authorized by the *School Act*.

The Board may require refundable or partly refundable deposits for educational resource materials in accordance with the *School Act*.

The Board will approve a schedule of fees and deposits and publish the schedule prior to June 30, of the subsequent school year.

To ensure that school fees do not become a barrier to students, Principals shall establish processes to support families who are experiencing financial hardship. Processes must be accessible and incorporate the principles of fairness, respect, dignity, and confidentiality.

### GUIDELINES

1. Any communications with students and parents/guardians/caregivers regarding fees and deposits must include a statement explaining that fees will not be a barrier to student participation in educational programs.
2. Students, parents/guardians/caregivers and staff will be advised regarding financial hardship processes through the district website and school information such as the school course selection handbook, student handbook/agenda and parent newsletters.
3. Schools are to submit any deposits required, and a fee schedule for musical instruments, optional projects, extra-curricular activities, courses that are over and above a student's graduation-required courses, industrial training and specialty academy programs.
4. The fee and/or deposit schedules must be submitted for approval by the Board prior to May 1<sup>st</sup>.