Melbourne Archdiocese
Catholic Schools

St Anne's Concessional Fee Policy

St. Anne's
Primary School

St Anne's is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS).

Purpose

The purpose is to set out the policy and procedures for the provision of fee concessions in St Anne's.

Policy

1. **Eligibility for Concessional School Fees**

   1.1. Concessional school fees are available to any family that meets any of the below eligibility criteria:

      1.1.1. Aboriginal or Torres Strait Islander heritage

      1.1.2. Hold a Health Care Card and eligible for Camps, Sports, Excursion Fund (CSEF)

      1.1.3. experiencing genuine financial hardship

      1.1.4. holding a Department of Veterans' Affairs (DVA) Gold Card

      1.1.5. identified as refugees and holding an ImmiCard is strongly encouraged to apply for concessional school fees.

   1.2. Any family at the school required to relocate their (Australian resident) child to St Michael's Catholic Primary School, North Melbourne, due to the child requiring long term medical treatment at The Royal Children's Hospital, Melbourne will be eligible for concessional student fees. Pro-rata concession is provided for part-year attendance. An annual statutory declaration is required to confirm eligibility.

   1.3. Home schooled students (HSS) who attend St Anne's on a part time basis, who meet any of the criteria detailed in Policy points 1.1 or 1.2 are eligible for concessional student fees.

2. **Ineligibility for Concessional School Fees**

   2.1. Full Fee Paying Overseas Students (FFPOS) or full-time HSS are ineligible for concessional school fees as government funding is not available for FFPOS or full-time HSS.

3. **Concessional School Fees for Eligible Students**

   3.1. Students of eligible families are entitled to concessional school fees.

   3.2. The school fees for eligible students are:

      3.2.1. One child: $15 per child per week, direct debit ($780 per annum or $195 per term)

      3.2.2. Two children: $23 for the family per week, direct debit ($1,196 per annum, or $299 per term)

      3.2.3. Three or more children: $30 for the family per week, direct debit ($1,560 per annum, or $390 per term)

      3.2.4. The above fees cover both tuition fees and levies.

4. **Operationalisation of Concessional Fee Policy**

   4.1. The principal may apply this policy and procedures from the date of approval of this policy.

   4.2. St Anne's is required to comply with this policy prior to setting fees..

Definitions

Health Care Card (HCC)

Department of Human Services Health Care Card which entitles the card holder to receive Australian Government financial and other assistance.

Department of Veterans' Affairs (DVA) Gold Card

Department of Veterans' Affairs Health Card – All Conditions or Totally & Permanently Incapacitated. Eligible card holders are veterans and former members of the Australian Defence Force (ADF) their widow(er)s and dependants. Eligibility is determined by the level of disability of the veteran or the status of dependants of the veteran, as determined by the DVA.

Fee concession

A remission or exemption from school fees payable because of genuine financial hardship.

Home schooled student (HSS)

A home schooled student. Home school students who attend a Catholic primary school on a part-time basis are eligible to receive government funding towards their education on a fractional, full-time equivalent basis.

Melbourne Archdiocese Catholic Schools Ltd (MACS)

MACS is a reference to Melbourne Archdiocese Catholic Schools Ltd, and / or its subsidiaries, MACSS and/or MACSEYE (as the context requires).

MACS school or school

A school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by MACS, directly or through MACSS (as the context requires). References to schools or MACS schools also includes boarding premises of schools operated by MACS and specialist schools operated by MACSS.

Principal

Individual appointed by MACS as principal in a MACS primary school.

Refugee

A person who:

- in a case where the person has a nationality, is outside the country of his or her nationality and, owing to a well-founded fear of persecution, is unable or unwilling to avail himself or herself of the protection of that country, or
- in a case where the person does not have a nationality, is outside the country of his or her former habitual residence and owing to a well-founded fear of persecution, is unable or unwilling to return to it. Refer Migration Act 1958 Sect 5H.

School fees

The fees and levies charged by a MACS school to families for the education of children in the school.

Related policies and resources

Supporting documents

Concessional Fee Program – Procedures – MACS Primary Schools
Concessional Fee Program Application Form
Concessional Fee Program Application – Letter to Applicant – Approved – Template
Concessional Fee Program Application – Letter to Applicant – Declined – Template

Related MACS policies

Concessional Fee Policy for MACS Schools

[insert school] Privacy Policy

Private Income Policy

Legislation and standards

Migration Act 1958 (Cth) Sect 5H

Policy information table

Responsible director	Director, Finance and Information Technology
Policy owner	Chief Financial Officer
Approving authority	Executive Director
Assigned board committee	Finance and Audit
Approval date	14 July 2023
Risk rating	Moderate
Date of next review	May 2025
Publication details	CEVN

POLICY DATABASE INFORMATION	
Assigned Framework	Finance
Related documents	See list of supporting documents above
Superseded documents	Concessional Fee Policy Primary Schools – v1.0 – 2021
New policy	