



# Guidelines for Student Donations and Fees at Wadestown School

*Developed May 2023*

These guidelines have been developed for Wadestown School using the Ministry of Education (MoE) guidelines for/schools who are unable to opt into the MoE donations scheme. [Section 33](#) of the Education and Training Act 2020 has also informed these guidelines. Please note that Wadestown School is not part of the MoE Donations Scheme.

[Section 33](#) of the Education and Training Act 2020 (2020 No 38) states that “**every domestic student is entitled to free enrolment and free education at any State school during the period beginning on the student’s fifth birthday and ending on 1 January after the student’s 19th birthday**”. This means that schools cannot charge domestic students a fee for enrolment or attendance, or for the delivery of the curriculum. Parents, caregivers, and whānau never have to make a donation to school or kura if they choose not to. If in the case of goods and services, a parent chooses to purchase supplies like pens for their child from the school, then they must pay as per agreed.

## Payment types:

### 1. Donations:

- School donations, or voluntary contributions, are optional.
- They can be for general purposes, or for a specific purpose.
- They can be requested but payment cannot be compelled or enforced.
- They can be paid in full, part or not at all.
- GST is not payable.
- Examples of donations are: camps, swimming lessons, textbooks, class trips.
- Donation tax credits can be claimed through Inland Revenue.

### 2. Fees:

- Out-of-school extra programmes that are not part of the core learning curriculum are considered a good or service.
- If purchase is agreed, payment can be enforced.
- Activities/events or sports teams that are not part of the learning curriculum are therefore considered fees.
- Take-home items can be charged as a fee.
- Second hand school uniforms are fee based.
- GST is payable on fee payments and tax credits cannot be claimed.

## Schools cannot charge for enrolment or for the delivery of the curriculum

- It is unlawful to charge or compel any payment for anything associated with the enrolment process.
- It is unlawful for a school to ‘charge’ or compel any payment for anything associated with delivery of the curriculum.
- Activities are part of the curriculum if they are necessary for children’s learning. If there is an expectation that students will attend or participate in an activity, it is likely to be part of the curriculum.

## What this means for us as a school:

As a school with an Equity Index number of **349** the school is unable to opt-into the MoE Donation Scheme. In ensuring all students do have access to all curriculum related activities, the school is giving consideration to how we will manage curriculum activities in which a high number of families do not contribute e.g. to annual School Camps.

## Breakdown of Student Donations and Fees:

### Key:

Parents can be asked for a donation but do not have to pay	D
Parents must pay for this if they have agreed to purchase/participate	\$
Parents cannot be asked for a donation, and do not have to pay	X

## Enrolment

- Application/enrolment donation—no enrolment scheme at school X
- Out-of-zone ballot donation X



### Note:

- Enrolment is free at Wadestown School and there is no charge for anything associated with the enrolment process.

## Camps and Trips

- Camp as part of general curriculum D
- Trip/visit as part of general curriculum D
- Overnight trip to Wellington Zoo D



### Note:

- Schools may seek donations towards the cost of camps, but cannot compel payment. Families and whānau can choose to pay the donation in full, in part, or not at all.
- No student will be excluded from attending a camp or going on a trip that is part of the curriculum delivery because of an inability or unwillingness to pay a donation towards the activity's cost.

## ICT

- Access to school network X
- Use of school hardware/devices X
- Purchase of non-compulsory hardware/software \$



### Note:

- Information and communication technologies (ICT) in schools are a cost of delivering the curriculum.
- Schools can ask students' family/whānau to purchase a device for their student to use at school (BYOD). The family/whānau can choose to purchase or not. Students will not be excluded from participating in courses or more general curriculum activity if their family/whānau is unwilling or unable to provide their own BYOD device.
- All students are allowed to use school computers regardless of whether their family/whānau have contributed to the purchase and/or maintenance of the computers.

## Programme & Courses

- English for Speakers of Other Languages (ESOL) X
- Reading recovery and Learning Support X
- Supplementary programmes e.g. Athletics X
- Gifted Education Programmes \$



### Note:

- Schools can purchase particular programmes for use in delivering the curriculum but family/whānau cannot be made to pay for them.
- Schools may charge for optional programmes delivered during school/ breaks or outside school hours but cannot make families and whānau enrol their children in these programmes.
- Supplementary Programmes such as Athletics are curriculum based.
- Gifted Education programmes and out-of-school extra programmes (e.g. one-day schools) are optional – it should be made clear that participation is voluntary, and incurs a charge.

## Course Materials

- Materials used as part of curriculum delivery (examples - timber, food) X
- Take-home component where family/whānau have agreed to purchase (examples – letterbox, item of clothing) \$



### Note:

- Family/whānau cannot be charged for materials used in delivering the core learning programme (curriculum). This includes cooking ingredients for a food technology class. Food eaten as part of a food technology class is part of the curriculum because students need to taste the food they prepare to ensure it is fit for consumption (sensory evaluation).
- Family/whānau can be charged for the cost of materials when they have agreed that the item can be taken home.
- Families and whānau should be informed of the choice to purchase so that they have notice of the likely cost. Schools can require family/whānau to decide whether they want to purchase the take-home component when the student signs up for the course.

## Optional Activities

- Visiting drama or music groups \$
- After-hours/lunchtime/weekend culture or sports activities \$
- After school or weekend school sports teams (e.g. miniball) \$



### Note:

- Schools may charge for sports trips or activities that are outside the school curriculum.
- Participation in these activities is optional and schools can enforce payment in order for a child to participate.
- Any charge should be made clear in advance. It should also be made clear that participation in these types of activities is voluntary.

## School Uniforms

- School uniform from a uniform shop \$
- Second hand uniforms purchased through the school \$



**Note:**

- **Wadestown School is a uniform school. Uniforms can be purchased through NZ Uniforms.**
- **We have a range of second hand uniforms available at both Weld Street and Rose Street.**
- **On occasions, the school receives donations of second hand uniforms from parents. The majority of second hand uniforms are sold on behalf of parents.**

## Resources and Stationery

- |  |    |
|--|----|
| • Textbooks  | X  |
| • Workbooks (part of the curriculum)   | X  |
| • Workbooks (optional purchase and when parents have agreed to purchase)           | \$ |
| • Photocopying/printing (personal, non-curricular use)                             | \$ |
| • Stationery (for new entrants only and only if parents decide to buy from school) | \$ |



**Note:**

- **Students' families and whānau are expected to supply stationery.**
- **New Entrant families/whānau can choose to purchase stationery from the school or elsewhere.**
- **Textbooks are provided free to students, students are expected to provide their own exercise books to work in.**
- **Workbooks can be sold but families and whānau cannot be made to buy them. If a workbook is made compulsory, a school may only ask for a donation towards its cost. Families and whānau can choose to pay all, some or none of the requested donation.**
- **Photocopying/printing that is associated with the delivery of the curriculum must be provided by the school**

## Swimming

- |   |    |
|---|----|
| • Swimming as part of general curriculum (at school off-site)             | D  |
| • Curriculum Swimming as a voluntary activity (lunch time or after hours) | \$ |



**Note:**

- **When a swimming session is part of the curriculum, students cannot be prevented from participating on the grounds that families/whānau have not contributed towards costs.**

## School Events

- |                         |    |
|-------------------------|----|
| • Year 8 Leavers Dinner | \$ |
|-------------------------|----|

**Note:**

- **Students can attend this event if they buy a ticket. This a parent-led activity and not part of the school curriculum.**

**For reference:**

1. <https://www.govt.nz/browse/education/school-and-college/school-fees-and-donations/>
2. <https://www.education.govt.nz/school/funding-and-financials/fees-charges-and-donations/examples-of-what-familieswhanau-need-to-know-about-schoolkura-donations/>
3. <https://www.education.govt.nz/school/funding-and-financials/fees-charges-and-donations/what-familieswhanau-need-to-know-about-schoolkura-donations/#camp>
4. <https://www.ird.govt.nz/income-tax/income-tax-for-individuals/individual-tax-credits/tax-credits-for-donations>
5. <https://www.education.govt.nz/our-work/changes-in-education/equity-index/>