

**1. Rationale**

Every student has the right to attend a school, where they are a qualified resident pupil, without payment of a fee. In general, there should be no fees charged for day-school programs. The costs of materials and activities for elementary and secondary education are provided to schools by the Ministry of Education (MOE) and should be reflected in school operating budgets.

The school may only charge reasonable fees which are in compliance with the MOE guidelines. Students will be able to participate in school activities and access resources regardless of personal financial barriers. The dignity of every student and parent/guardian will be respected in the school fee collection process. Collection methods must afford reasonable expectations of privacy for students and parents/guardians. A respectful practice for discreet identification of students/parents/guardians who may be experiencing financial hardship must be clearly communicated by the school.

When schools choose, with the support of the school community, to offer enhanced or optional programming, parents/guardians may be asked to contribute resources in the way of time, money or materials to support these programs or activities. While no student should be excluded from participating in any school activity or event based on the ability to pay, some activities or events may require some recovery of the cost for participation.

Fees may be appropriate in cases where schools choose to offer enhancements or supplementary learning materials beyond the core curriculum. Where fees are appropriate, they should be minimized as much as possible, with the goal of supporting student participation in programs and activities regardless of individual economic circumstances.

**2. Policy**

It is the policy of the Simcoe County District School Board (SCDSB) that fees for learning materials and activities in day-school programs may be charged according to the guidelines set out in this policy.

**3. Definitions****3.1 Student Activity Fees**

Student activity fees are voluntary amounts that are used to supplement a student's school experience through materials and activities such as student agendas/cards, student recognition programs, yearbooks, extra-curricular activities, school dances, or school events.

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3.2 Enhanced/Enriched Programming and Materials

Enhanced programming and materials are voluntary enrichments or upgrades to the curriculum or co-curricular activities beyond what is necessary to meet the learning expectations for a particular grade or course. For example, in some performance and production courses (e.g., music, woodworking, art), students may wish to use a superior product or consumable, in which case they may be asked to pay the additional cost of the upgrade.

If students choose not to access these enhanced materials or activities, alternatives must be available to enable students to demonstrate achievement of the curriculum expectations for the course or grade. These are to be provided at no cost.

3.3 Optional Programming

Optional programming refers to voluntary courses or activities that students normally choose to attend through an application process, with the knowledge that these programs are beyond the core curriculum.

3.4 Co-curricular Activities

Co-curricular activities or materials are defined as those related to the regular day school program (e.g., field trips, speakers, dance instructors, in-class field trips).

3.5 Extra-curricular Activities

Extra-curricular activities are defined as those that are outside of the regular day school program (e.g., sports or music competitions).

**4. Guidelines**

4.1 Program Determination

The principal of the school is charged with the responsibility of providing appropriate educational programs within the policies and program requirements of the MOE and the board. Decisions regarding activity fees and enhanced and optional programs and materials, will be made at the school level by the principal in consultation with the appropriate staff and the School Council.

4.2 Funding

With the support of the school community, a school may wish to offer programming and materials beyond what is necessary to meet the learning expectations of a particular grade or course. In these situations, it may be appropriate to collect a fee to offset the additional costs.

**SCHOOL-COMMUNITY  
RELATIONS 4300**

**STUDENT ACTIVITY FEES 4315**

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4.3 Fees

The SCDSB follows the identified best practices with the development of board-wide policies for fees for learning materials and activities.

4.4 Accountability to the School Community

Fees should reflect the actual cost of the services or materials being provided to the student. A transparent accounting of the amounts collected and expenditures allocated must be made available to the school community.

Members of the school community should be consulted in the development of a school's fee schedule and made aware of the use of the student fees. Fee schedules for the upcoming school year should be made widely available to the school community as set out in this policy.

**5. Administrative Procedures**

The Director of Education is authorized to provide the administrative procedures necessary to implement this policy.

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