



## **SECTION 1000: STUDENTS AND SCHOOLS**

### **POLICY 1085: FINANCIAL HARDSHIP**

- *Date Adopted: March 30, 2016*
- 

#### **POLICY STATEMENT**

Coast Mountains' Board of Education is committed to ensuring that no student of school age will be denied an educational program due to financial hardship.

#### **RELATED LEGISLATION/REGULATIONS/POLICY**

*School Act, 82, 82.1, 82.2, 82.3, 82.31, 82.4, 83*

#### **POLICY**

In accordance with the *School Act*, Section 82.4, no student of school age will be denied an educational program due to financial hardship. Further, no student of school age will be denied the opportunity to participate in a course, specialty academy, trades program, and/or activity associated with a course, specialty academy, or trades program in which they are enrolled because of financial hardship.

#### **REGULATIONS**

1. Principals have a responsibility to ensure that students are not excluded from a course, class, specialty academy, trades program, or other program or activity due to financial hardship.
2. Principals will ensure that such cases are handled in a confidential, respectful, and discreet manner.
3. Parents of students requiring financial assistance to access course enhancements, specialty academies, and/or trades programs should apply for such assistance in accordance with school procedures or speak privately with the school principal to outline the reasons why financial assistance is required.



**REGULATIONS** *(continued)*

4. The application process may be formal or informal. School and district procedures to access financial assistance must incorporate the principles of fairness, confidentiality, and sensitivity, while maintaining family respect and dignity.
5. All communications with students and families regarding fees and deposits must include a clear statement that explains that fees will not be a barrier to student participation in school activities: "No student of school age will be denied the opportunity to participate in a course, class, or program offered at the school due to an inability to pay the fees."
6. Students, parents, and staff will be advised on school and district procedures that address financial hardship. Communications with students and families about fees should also include clear procedures for addressing financial hardship.
7. The information referred to in (5) and (6) should be included in any published fee schedules, school course selection handbooks, and in one newsletter in the fall of each school year.
8. All requests for support will be considered by the school. The school should consider, but not be limited to, the following options: deferred payment, payment over time, partial waiver, or full waiver.
9. A decision to refuse financial assistance may be appealed to the Board according to the process outlined in the Appeals Bylaw.
10. All procedures to determine and address financial hardship will be in compliance with the *Freedom of Information and Protection of Privacy Act* legislation.