



NEW FARM STATE SCHOOL FINANCIAL HARDSHIP POLICY

Purpose

Our school is committed to ensuring that all students have access to education, regardless of financial circumstances. This policy provides a framework for families experiencing financial hardship to seek assistance with school-related costs.

Eligibility and Application Process

1. Families experiencing financial hardship must contact the school via email to request a Financial Hardship Application Form.
2. The application form must be completed in full, providing relevant information and supporting documentation to demonstrate financial difficulty.
3. Applications will be assessed based on the family's financial situation and their inability to meet financial commitments.
4. Assistance, if approved, will apply from the date of approval onward and will not be applied retroactively to past unpaid fees.
5. Families experiencing financial hardship must contact the school via email to request a Financial Hardship Application Form.
6. The application form must be completed in full, providing relevant information and supporting documentation to demonstrate financial difficulty.
7. Applications will be assessed based on the family's financial situation and their inability to meet financial commitments.

Assessment and Decision-Making

1. Upon submission, the Business Manager and Principal will review the application and supporting documentation.
2. The school reserves the right to request additional information to assess the application accurately.
3. If the application is approved, the Business Manager and Principal will determine the level of financial assistance provided. This may include:
 - Covering all school-related costs for the family.
 - Establishing a payment plan or other financial arrangements in collaboration with the family.
4. Families receiving assistance must reapply annually to reassess their financial situation.
5. Upon submission, the Business Manager and Principal will review the application and supporting documentation.
6. The school reserves the right to request additional information to assess the application accurately.
7. If the application is approved, the Business Manager and Principal will determine the level of financial assistance provided. This may include:
 - Covering all school-related costs for the family.
 - Establishing a payment plan or other financial arrangements in collaboration with the family.

Confidentiality

All applications and discussions regarding financial hardship will be treated with the utmost confidentiality and discretion. The outcome of any application must not be discussed with other families of the school. All applications and discussions regarding financial hardship will be treated with the utmost confidentiality and discretion.

Review and Appeal Process

1. Families who wish to appeal a decision may submit a written request for reconsideration to the Principal.
2. The appeal will be reviewed, and a final decision will be communicated to the family in writing.

New Farm State School

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Support Services

Families experiencing financial hardship may also be provided with information on financial counseling or external support services where appropriate.

Policy Review

This policy will be reviewed periodically to ensure it remains relevant and effective in supporting families in need.

Compliance

All staff, students, and parents/guardians are expected to comply with the provisions outlined in this policy.

Communication

This policy will be communicated to all stakeholders through the school's official channels.

Enquiries

For any enquiries regarding this policy, please contact the school administration.

This policy is designed to uphold transparency, fairness, and accountability in the handling of financial hardship applications at New Farm State School.

Financial Hardship Application Form: [NFSS Financial Hardship Application](#)

Department of Education policy references:

[Education \(General Provisions\) Act 2006](#)

Date of Policy Implementation: 20 January 2025

Last Reviewed: 20 January 2025

Next Review Date: 20 January 2026

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