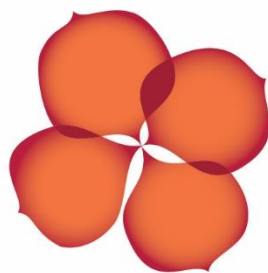


POLICY **Fees**



NT
CHRISTIAN
SCHOOLS

DOCUMENT INFORMATION

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Policy
Feedback



AMENDMENT HISTORY

Version	Date	Changes Made
1.0	07/2007	Development and amendment history unknown
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3.0	08/2025	Move to new policy template. Inclusion of preamble determined in 2023 in relation to amendment to Antidiscrimination Act NT, review following changes to Australian Consumer Law regarding standard form contracts. Address areas not previously covered. Adaption of language to improve accessibility and clarity include ELC. Ratified by Board 6/8/25 07.4d

1 Preamble

NT Christian Schools is an organisation that exists to advance the Christian religion through the provision of high-quality education and training services and religious instruction. A holistic and relational approach to learning for each individual student, underpinned by a biblical world view provides an education for the whole person, for the whole of life.

We believe that the Christian faith is a life-transforming faith that will be authentically evidenced in a believer's actions. The bible exhorts us to pursue godliness and to model biblical standards of behaviour. Everything we do, our practices, our conduct, our use and stewardship of resources is an act of worship to God and a witness to those around us.

All members of the NT Christian Schools community are to be committed to ensuring a safe and caring environment for students, staff and the whole community in a manner that is consistent with the Christian ethos and beliefs of NT Christian Schools.

Employees are fully supported by NT Christian Schools to meet compliance with these documents.

NT Christian Schools is committed to achieving and maintaining workable solutions for our organisation.

We may make changes to this policy from time to time to improve the effectiveness of organisational operation or to meet legislative requirements. Notification of changes will be communicated to those a policy applies to, and it is their responsibility to read updated policies and relevant related documents as soon as reasonably practical. Any NT Christian Schools stakeholder who wishes to provide feedback about this policy may forward their suggestions to the policy monitor or policy@ntchristianschools.com.au

2 Purpose

NT Christian Schools is committed to supporting parents in the nurturing and raising of their children in the Christian faith and promotion of a strong partnership between parents and staff in each of its entities.

As a Not-for-profit organisation, NT Christian Schools sets its fees to maximise the opportunity for all children to attend NT Christian Schools' schools and education and care services, while still seeking to provide sustainable quality education for the current and future student community.

NT Christian Schools seeks to be fair to all in our community in applying this policy, providing equity in opportunity and consistency in application and processing of fees.

This policy aims to guide and demonstrate our commitment to maintain financial integrity, complying with legislative requirements and ensure families partnering with NT Christian Schools for the education of their children understand the fee and payment requirements.

3 Policy applies to

This applies to all parents, guardians or caregivers who enter into a partnership with NT Christian Schools by enrolling their child or children; or a child or children for whom they hold parental or legal responsibility for, in an education or care service operated and governed by NT Christian Schools.

The policy also applies to all staff of NT Christian Schools who facilitate the administration of enrolment and fees, and the Board of Directors who determine fee schedules.

The policy is available to all parents, guardians and carers via the NT Christian Schools website and on request in hard copy form from any office of NT Christian Schools as required.

The policy is available to all staff and Directors of the Board via the NT Christian Schools Canvas *Policy and Advisory Library*.

4 Policy

4.1 Guiding Principles

NT Christian Schools is an incorporated, not-for-profit organisation under the Corporations Act.

NT Christian Schools is responsible for the governance, direction and operation of its schools, training, education and care services providing high-quality, Christ-centered education in a wide variety of contexts across the Northern Territory.

In order to achieve this, the company operates on constrained budgets, relying on receiving fees paid by parents in a timely manner to support the necessary cash flow to resource and operate its schools. These fees are supplemented further by Commonwealth and Territory government funding.

Delays in receiving fee income impacts the ability to carry out stated objectives.

Parents/guardians are therefore expected to pay their fees when they fall due as part of their accepted obligations to pay school fees as agreed to when accepting enrolment of their child/children into a school or entity of NT Christian Schools.

Timely, respectful and transparent communication from all stakeholders is key to a healthy partnership and being able to work through any issues or concerns related to fees.

4.2 Fees and Charges General Terms

Fees for education and care services provided by NT Christian Schools are reviewed and set annually by the Board in consultation with the NT Christian Schools Finance Team and Principals, at the lowest possible level to meet budget requirements to provide the necessary resources to sustainably provide the on-going high standard of education and care services expected for our students.

Tuition Fees, Early Learning Centre (ELC) Fees, Overseas Student Fees and Family Group Home Boarding Fees are detailed in the relevant *Fee Schedule* for each school year.

Fee Schedules will be published and communicated to parents by commencement of term 4 for

the following year and remain set for the entirety of the intended year.

Fees are budgeted to be inclusive of all educational and pre-planned extracurricular activities for the cohort in the calendar year. Fees will not be itemised, or portions refunded because of student non-engagement with a particular educational or pre-planned extracurricular activities.

NT Christian Schools may, at Principal discretion, and within relevant policy and procedural terms, enter into an agreement with individual families where exceptional circumstances may see a fee reduction offered through the Financial Assistance program.

Separate accounts and split billing will be made available where two or more people living in separate households are responsible for payment of fees.

Payments received will be applied to the oldest debts in the event of any carry-over debts.

NT Christian Schools reserves the right to outsource fee collection to a third party including passing on administration fees to families, subject to privacy and data protection guarantees.

Parents / guardians are required to provide a term (10 school-weeks) written notice to the college or early learning centre if they will be withdrawing their child's enrolment prior to graduation or completion of the program. Failure to provide appropriate notice will result in an early departure fee being charged, equivalent to 10 weeks of fees. Early departure fee may be reduced at Principal discretion in extenuating circumstance.

4.2.1 Debtor (Parent/Guardian) Liability

All parties who sign the *Enrolment Agreement* are jointly and severally liable for all fees and charges payable. This arrangement continues irrespective of any changes to the relationship between the signatories.

The responsibility of fees and charges may only be varied by formal written agreement signed by all signatories of the enrolment agreement or court order.

Split billing arrangements or separate accounts do not alter the liabilities for payment of fees which remain in accordance with the enrolment agreement and Fee Policy terms.

Fees are to be paid in advance. If ending enrolment before the end of the year, fees accrued must be paid before the last day of attendance.

Fees are administered through an online billing system and a payment plan must be established for payments as directed by NT Christian Schools before attendance at school or early learning centre begins.

If fee payments fall in arrears, NT Christian Schools may not permit students/children to register for or attend any extra-curricular trips or events while accounts remain outstanding.

Enrolment of child(ren) may be discontinued if fees remain unpaid for more than one term without written agreement from the college or ELC and a documented and mutually agreed upon payment plan implemented.

If fee accounts are not paid within the agreed terms, and recovery or legal action is undertaken including engaging a debt collection agency, the debtor(s) will be responsible for the payment of all fees, collection and legal costs incurred in the process.

Changes of name, address, phone number, email address are to be updated in online accounts and in writing to school or ELC administration staff as soon as reasonably practicable.

4.3 Tuition Fees (Transition to Year 12)

Tuition Fees are to be paid 10 weeks (a term) in advance and must be paid in full by the end of term 3 each year.

Tuition Fees are non-refundable.

Fees and other school related charges are administered through NT Christian Schools nominated online fee billing system.

Families enrolling at a college or school governed by NT Christian Schools are required to pay the Enrolment Acceptance Deposit and establish an account and payment plan as directed by NT Christian Schools prior to commencement of attendance to confirm acceptance and secure their enrolment offer.

Tuition Fees are invoiced for the whole school year, or the remainder of the school year where enrolment commences mid-year.

For existing enrolments, fees for the following year will be invoiced early Term 4.

Tuition fees paid in advance before the new year fee is set do not negate the payees from incurring the fee rate determined for each school year.

If a student moves from one school to another school of NT Christian Schools, their fees will be adjusted to the Tuition Fee schedule of the new school.

4.3.1 Enrolment Acceptance Deposit

Enrolment Acceptance Deposits of \$150 for each primary school aged student and \$300 for each secondary school aged student who is offered an enrolment in a college, is to be paid to confirm acceptance of and hold their enrolment place.

Enrolment Acceptance Deposits are applied to the family's account as payment towards Tuition Fees at the commencement of attendance.

Enrolment Acceptance Deposits are non-refundable if the student does not commence enrolment as anticipated, except at the Principal's discretion, where extenuating circumstances can be shown to be outside of the parent's control.

4.3.2 Tuition Fee Discounts

Discount percentages offered will be published on Tuition Fee Schedules.

Early Payment Discount is applicable to the net total of a family's Tuition Fees if:

- parents have signed up to the requested online billing and payment, and
- enrolment commences before term 3 in the year,
- fees are paid in full within 20 days of the student(s) commencement.

Sibling Discounts are available to parents/guardians who:

- have more than one child enrolled in Transition to Year 12 at any campus of NT Christian

Schools simultaneously, and

- have signed the enrolment form of each of the children, and
- hold financial responsibility for the Tuition Fees of each of those children.

The first child of the family is the eldest child enrolled with NT Christian Schools.

NT Christian Schools' reserves the right to determine sibling status for Sibling Discount purposes.

Children enrolled in ELC are not eligible for Sibling Discount provisions.

Staff Discount is determined and communicated each year by the Board and offered to staff employed on full-time basis or part-time (above 0.6 FTE) contracts. (Centrelink benefits may be impacted and Fringe Benefit Tax (FBT) incurred).

4.3.3 Student Absence

No remission or reduction of Tuition Fees either whole or in part will be made if a student is absent due to short-term absences or suspension.

A fee (up to the equivalence of a term's fee) may be charged by a college to hold a place for a student who will be absent (with Principal approval) from college for one or more school terms.

Where reasonably practicable, written request must be made to the college Principal one term in advance prior to the student's absence.

The college will provide written communication to the parents within one week of request of absence being received advising the enrolment holding fee and payment terms.

NT Christian Schools will not guarantee holding an enrolment for more than one term.

Special consideration may be given, at Principal discretion, in certain circumstances involving long-term illness or extenuating circumstances.

4.4 Assistance with Tuition Fees

NT Christian Schools has the view that no parent with a genuine desire for a Christ-centered education for their children should have enrolment jeopardised because of inability to pay tuition fees due to financial hardship.

NT Christian Schools has a fee structure that encourages family enrolments by providing Tuition Fee Sibling Discounts for eligible families. Some additional Financial Assistance, based on individual family need and circumstances, is available for families to apply for within the financial parameters set by the Board of Directors:

- Following recommendations from the Finance Committee, the Board shall decide each year on the total level of Financial Assistance available within the college budget approval process and Delegations Authority Framework.
- The individual college Principal shall manage all Financial Assistance allocation and consider all applications for assistance on their merits following NT Christian School procedures and within the limits set by the Board.
- Each request for Financial Assistance shall only be considered after submission of a completed application form with the requested supporting documentation provided.

4.4.1 Financial Assistance Assessment Guidelines

Financial Assistance may be available to parents who are:

- navigating unforeseen financial hardships such as loss of income, accident or illness, death within the immediate family or major disaster and
- committed to Christian education and a partnership with NT Christian Schools, upholding the values and ethos of the organisation and their college of enrolment, and
- meet the parameters shown on the Financial Assistance Application Form.

The level of assistance provided will take into account:

- family structure and particular circumstances,
- family income level,
- family financial commitments including extent of discretionary commitments,
- family assets and liabilities,
- whether applicants have government health care or concession card,
- fringe benefits or other benefits the applicant may receive,
- fee income available from other parties,
- in the case of split families, the ability of all parties responsible for the payment of fees to meet the fees.

A Financial Assistance arrangement may be entered into between a college and parents, at the discretion of the Principal in accordance with the terms of this policy and related procedures as documented by NT Christian Schools.

Financial Assistance is not a right or automatically granted upon request. An application process must be completed, and NT Christian Schools reserves the right to:

- determine who is able to be provided with Financial Assistance and to what degree;
- withdraw Financial Assistance support at any time with one month's written notice provided to recipient.

Financial Assistance agreements are only valid for the length of time stated by the college in the Financial Assistance Agreement and will not exceed longer than the end of the calendar year.

- A new application must be made to request further assistance.
- Receiving Financial Assistance in any one year does not guarantee assistance will be provided in subsequent years.

The measure of assistance offered to a family will be in keeping with the measure of need and request as assessed by the Principal (or their delegate) in accordance with NT Christian Schools' internal guidelines.

The total Financial Assistance provisions at each college that can be authorised by Principals shall not exceed the amounts determined in the Financial Delegations Policy and Framework.

The total Financial Assistance is deemed to include all discounts applied to students, including funding forgone in lieu of Government funding for overseas students, but does not include the Early Payment, Staff or Sibling discounts.

This measure shall not be applied in such a rigorous manner that families who meet Financial Assistance Assessment Guidelines cannot be given assistance; however, the college will seek guidance from the Director of Finance before allowing the total financial assistance offered to exceed this amount.

Financial Assistance Application forms can be requested from the campus administration office.

Applications will be processed within 15 business days of receipt of a completed application and requested supporting documentation.

The terms and conditions of the Financial Assistance being offered will be advised to families in writing with a minimum fee stipulated.

Parents / Guardians will need to:

- sign an agreement accepting the terms and conditions of the Financial Assistance being offered, and
- commit to a regular payment plan using the online billing and payment system determined by the college.

The offer of Financial Assistance is dependent on the students being enrolled in the college and meeting attendance requirements on the August census day of the year that assistance is offered. Financial Assistance may be withdrawn retrospectively if enrolment ends prior to this date.

Financial Assistance is provided by credit to the value of the agreed subsidy being made to the family's tuition fee account.

Failure of parents/guardians to meet the terms of this policy and Fee Assistance Agreement may result in the Fee Assistance being withdrawn.

4.4.2 Roles and Responsibilities

4.4.2.1 NT Christian Schools

All staff involved in the communication and administration of Financial Assistance will be respectful of the sensitivity surrounding such conversations with parents regarding request for financial assistance and conduct themselves respectfully and with compassion.

Arrangements will be kept strictly confidential between relevant parties.

Principals must:

- use and follow the application and assessment procedures developed by the NT Christian Schools Finance team, for assessment and administration of Fee Assistance, and
- maintain records of Financial Assistance provisions made by their college and report requested details to the Director of Finance and Board of Directors when asked.

4.4.2.2 Parents / Applicants

Applicants for financial assistance are required to:

- Make full and honest disclosure of their financial situation through the completion of the Financial Assistance Application form provided by the college;
- Keep the arrangements of Financial Assistance provided to them confidential;

- Respond in a timely and courteous manner when the college requests information or action from them;
- Be signed up to the online billing system prior to application for Financial Assistance and ongoing while they hold an enrolment with NT Christian Schools;
- Inform the Principal when their financial circumstances change;
- Inform the Principal in writing if there is a change in guardianship responsibilities of children or the relationship between parents/guardians' changes (separation or divorce). Such circumstances will require a review of the Financial Assistance agreement and potentially a new agreement to be established.

4.5 Family Group Home Boarding Program Fees

Students enrolling in the Family Group Home program may be eligible to receive Abstudy (which is subject to parental income testing). If eligible, allowances will be paid directly to NT Christian Schools and the payment will be credited to their fee account.

Parents / guardians are required to assist the process by phoning Abstudy to get approval for funding for their child wishing to enrol in the program when they receive an enrolment acceptance from NT Christian Schools.

NT Christian Schools will support families by providing school related documentation to support their application for allowances and subsidies.

Any disputes regarding Abstudy or related allowances and subsidies are the responsibility of parents / guardians to resolve directly with Centrelink / Services Australia.

If Abstudy and allowances do not cover the whole boarding fee, parents / guardians enrolling the student will need to commit to a regular payment plan using the billing and payment system determined by NT Christian Schools to pay the remaining fee amount.

Family Group Home Boarding Program Fees cover all boarding expenses, college uniform and daily necessities. Parents / guardians may be requested to contribute towards additional costs to support attendance such as excursions and camps.

Fees charged for Family Group Home Boarding program will be the same for all students whether they are entitled to Abstudy and related allowances or not.

Schools are entitled to receive, for eligible students the lower of:

- the student's maximum annual Abstudy away from home entitlement, or
- the amount of Abstudy away from home entitlement required to meet the cost of fees charged by boarding schools

4.6 Early Learning Centre Fees

Fees are to be paid a minimum of a fortnight in advance through a direct debit system as determined by NT Christian Schools.

Fees are payable in advance for every session that a child is enrolled at the Service. This includes sick days, and family holidays but excludes periods when the Service is closed including if

the service is directed to close due to periods of local emergency such as bushfire, cyclone or a pandemic.

Families must still pay the 'gap' fee to the service if their child is unable to attend a session they are enrolled to attend.

Fees are charged for full sessions only (regardless of the actual attendance hours any day).

Fee statements are emailed regularly in accordance with regulatory requirements and operational processes.

If a family is eligible to receive Child Care Subsidy (CCS), the CCS is paid directly to NT Christian Schools, and this is used as fee reduction (visible on a family's statement).

A Dishonor Fee will be applied to accounts for direct debit transactions where there are insufficient funds to cover the fees.

4.6.1 Enrolment Deposit

An enrolment deposit of \$300 is charged per child when offered a position and is to be paid to confirm acceptance of and hold their enrolment place.

This fee will be credited to the family account prior to the child leaving the ELC service. Appropriate notice must be received by the service to ensure the administration of the refund.

4.6.2 General Fees

Fees are charged as set out in the ELC Fee Schedule for each session of care the child is enrolled to attend.

Fees are not reduced if a child misses or leaves part-way through their session due to sickness, family holidays, public holidays and pupil free days etc.

If the ELC is instructed to close, such as for a severe weather event, fees will not be charged for the sessions the centre cannot provide.

Child Care Subsidy (CCS) is paid directly to NT Christian Schools and is shown on the family's account statement as a fee reduction.

Families are required to make the co-contribution to their ELC fees. This is the balance of the fees charged after the CCS is applied and called the 'gap fee'.

Gap Fees are to be paid in advance through the prescribed online payment system.

4.6.3 Early and Late Fees

A fee of \$25.00 per 10-minute block or part thereof will be charged to families when children are dropped off early or not picked up on time of their enrolled session.

Families should communicate with the service when they have identified they may be early to drop off or late to pick up their child.

At the Director's discretion, a grace period of 15 minutes may be provided.

4.6.4 Change of Fees

Child Care Subsidy (CCS) hourly rate caps may be increased by the Consumer Price Index (CPI) at

the commencement of each financial year.

Any CCS hourly rate increases are governed by CCS and are automatically adjusted through our CCS software.

4.6.5 Child Care Subsidy

Parents / Guardians are responsible for applying to receive the Child Care Subsidy and if eligible any Additional Child Care Subsidy (ACCS) by registering with Centrelink through their myGov account and ensuring their details remain up to date and current. [Child Care Subsidy - Services Australia](#) [Additional Child Care Subsidy - Services Australia](#)

Parents / Guardians need to provide NT Christian Schools with the Centrelink Reference Number for the child and CCS claimant, and CCS claimant date of birth.

If eligible, their CCS will be paid directly to NT Christian Schools and the payment will be credited to their fee account.

Any disputes regarding CCS or other financial support provided by the government are the responsibility of the parents / guardians to resolve directly with Centrelink.

If families have a concern regarding the management of CCS at the ELC, they should raise their concern in writing with the Nominated Supervisor who will follow steps to resolve and advise the Approved Provider.

If the concern remains unresolved, the family can raise their concern with the dedicated Child Care Tip-Off Line by either via phoning 1800 664 231 or emailing tipoffline@education.gov.au

4.6.6 ELC Fee Discounts

The only Fee Discounts available on ELC Fees are for staff who are employed to work in our ELC services. An *ELC Staff Discount* is determined each year by the Board and offered to staff employed on full-time basis or part-time (above 0.6 FTE) contract. (Centrelink benefits may be impacted and Fringe Benefit Tax (FBT) incurred).

4.6.7 Third Party Payments

Parents are generally liable to pay the co-contribution for childcare fees. Only state and territory governments (and their agencies) can contribute to the cost, in part or full, of childcare fees for families.

Where an agreement has been made between an employer or charity to assist in the contribution of fees the fees must be reduced accordingly before CCS has been applied.

ELC administration will record all documentation regarding any third-party payments.

4.7 Donations

Donations are always greatly appreciated, and this type of financial support contributes greatly to NT Christian Schools achieving its mission to provide quality Christ-centred education in the Northern Territory.

Donations to the Building Fund or Scholarship Fund are tax deductible. Any donations are strictly voluntary, and a tax receipt will be issued.

Donations made to NT Christian Schools, or its entities does not reduce any fee liability.

5 Roles and responsibilities

Roles	Evidence of Compliance
Board of Directors	
Set Tuition and ELC Fees at lowest possible rate to meet budget requirements and resource a high-quality of education and care by term 4 for the following year.	Fee Schedules Communication to parents
Set Financial Assistance Delegation amounts.	Financial Delegation Framework.
Finance Team	
Collaborate with Board to determine fees.	Budget forecasting Fee Schedules
Ensure up-to-date account information is readily available to families	FACTS accounts Kangarootime accounts
Communicate with families in a respectful and timely manner when issues with accounts or payments are identified.	Communication records.
Ensure compliance with Family Assistance Law when administering ELC fees	
Ensure families have easy and regular access to their fee accounts and statements and respond promptly to enquiries.	Digital platforms Communication records
Principals and Nominated Supervisors	
Communicate fee schedules for the following year by term 4 each year.	Fee Schedules Communications to parents Website pages
Ensure families are aware of Fees Policy at point of enrolment and throughout their engagement with NT Christian Schools.	Communication records Enrolment procedures
Take reasonable steps to ensure staff follow the Fee policy and related procedures.	
Abide by documented policy and procedures for all matters related to fee and fee assistance administration, seeking clarity from Finance Manager as needed.	Communication records Finance records Administration records
Administration and Finance Staff	
Follow NT Christian Schools policy and procedures for the administration of fees.	Finance records
Act respectfully with integrity and sensitivity when engaging with families regarding fees and payments, protecting people's personal information in accordance with Privacy Protection Policy.	

Roles	Evidence of Compliance
Ensure enrolments are processed correctly with all required information collected and payment agreements established before finalising enrolment offer and update information and contact details when provided by families in data management systems.	Compass records FACTS records Kangarootime records
Parents and Guardians	
Provide NT Christian Schools with correct enrolment and contact information to facilitate fee billing and payments.	Compass records FACTS records Kangarootime records
Ensure payments of fees are made in accordance with the terms of this policy.	FACTS records Kangarootime records
Communicate promptly with NT Christian Schools to advise of changes to contact details or changes in circumstances impacting enrolment and payment of fees as soon as reasonably practical, including providing 10 school weeks' notice if ending enrolment before graduation or completion of program.	Compass records FACTS records Kangarootime records Communication records
Notify Centrelink of any changes that may affect their CCS entitlement if enrolled in ELC.	Communication records

6 Definitions and acronyms

The following terms used throughout this policy are defined as follows:

Term	Definition
CCS	Child Care Subsidy - a form of financial assistance provided by the Australian Government to help families with childcare fees.
CCS Claimant	The person who is registered and eligible for Child Care Subsidies to assist in covering the cost of their childcare fees.
Child / Children	a person younger than 18 years of age or a person apparently younger than 18 years of age if the person's age cannot be proven. ¹ – and in addition for this policy, includes any person (despite age) enrolled to receive education or care from a secondary school or program of NT Christian Schools will be considered a child for the purpose of care and protection.
Co-contribution	Payment made by parent / guardian towards ELC fees to pay the remaining balance after CCS is received. Also referred to as Gap Fee.
CPI	Consumer Price Index – an economic measure that gauges the average alteration in prices of goods and services bought by households over a period of time.
Debtor	A person who owes money to someone for goods or services.

¹ Care and Protection of children Act (2007) NT

EFT	Electronic Funds Transfer
ELC	Early Learning Centre
FACTS	An online billing and payment platform used by NT Christian Schools to receive payment of tuition fees allowing parents to manage payment plans, personal details and track payments.
Fringe Benefit Tax (FBT)	How fringe benefits tax works Australian Taxation Office
Gap Fee	The balance of the ELC fee after CCS has been received that is to be paid by the parent/guardian.
Jointly and severally	The listed persons are both together and individually responsible.
Kangarootime	An online billing and payment platform used by NT Christian Schools for the administration and management of ELC fees and payments.
Parent	The father, mother or any other person who has parental responsibility for the child, determined by birth, culture or legal arrangement.
Prescribed Educational Scheme	Financial supplements (maybe means tested) are available to eligible children or families to support the costs associated with a child's education such as Abstudy, Student Financial Supplement Scheme, Veteran's Children Education Scheme etc.
Reasonably practicable	possible to be done having regard to all circumstances.
Recurrent funding	Annual government funding to support the day-to-day operations of a school, including teaching and non-teaching staff salaries, and school operating costs calculated using Schooling Resource Standard (SRS) and Capacity to Contribute scores (CTC) ² .
Student	Is an individual of any age enrolled in a learning or training environment, (in particular to this policy), facilitated or governed by NT Christian Schools.
Transition	The first year of full-time schooling in a primary school.
Tuition Fees	The cost charged to parents that pay for the instruction, academic services and pre-planned extracurricular activities provided by NT Christian Schools.
Tuition Fee Assistance	Help provided to parents to help eligible families pay for their tuition fees. The terms of which are set by NT Christian Schools.

7 Early Learning Compliance

7.1 National Quality Standard (NQS)

QUALITY AREA 7: GOVERNANCE AND LEADERSHIP		
7.1	Governance	Governance supports the operation of a quality service.

² [School Funding Glossary - Department of Education, Australian Government](#)

7.1.2	Management Systems	Systems are in place to manage risk and enable the effective management and operation of a quality service.
7.1.3	Roles and Responsibilities	Roles and responsibilities are clearly defined and understood and supported effective decision making and operation of the service.

7.2 Education and Care Services National Regulations

EDUCATION AND CARE SERVICES NATIONAL LAW AND REGULATIONS	
111	Administrative space
168	Education and care services must have policies and procedures
170	Policies and procedures to be followed
171	Policies and procedures to be kept available
172	Notification of change to policies and procedures

8 Related legislation and policy

8.1 NT Christian School policies and procedures

- Tuition Fee Schedules
- ELC Fee Schedule
- Family Group Home Boarding Schedule
- Overseas Student Fee Schedule
- Enrolling Students on Visa Framework
- Financial Assistance Framework
- Financial Assistance Application Form
- Fee Administration procedures and templates
- College Enrolment and Attendance Policy
- ELC Enrolment Policy
- Enrolment Agreements
- Financial Delegations Policy and Framework
- Stewardship Policy
- Privacy Protections Policy
- Record Management Policy
- Complaints Policy
- Protected Disclosures (Whistleblower)

8.2 Legislation

- Competition and Consumer Act 2010 (Cth)

- Social Security Act 1991 (Cth)
- Student Assistance Legislation Amendment Act 2006

8.3 Other relevant resources

- Child Care Subsidy Secretary's Rules 2017
- Child Care Subsidy Minister's Rules 2017

9 Resources for Families

- [Child Care Subsidy](#)
- [Centrelink Customer Reference Number](#)
- [Absences from childcare- Australian Government](#)