



Board Policy 6011

FEES FOR LEARNING MATERIALS AND ACTIVITIES

Responsibility:	<i>Superintendent of Business Services and Treasurer of the Board</i>
Legal References:	<u>Education Act R.S.O. 1990, c. E.2</u>
Related References:	<u>Ministry of Education "Fees for Learning Materials and Activities Guideline". Administrative Procedure 4900 – Fees for Learning Materials and Activities</u>
Effective Date:	<i>April 26, 2004</i>
Revisions:	<i>March 31, 2014, March 7, 2016, February 12, 2024</i>
Reviewed:	<i>September 19, 2016, January 16, 2017,</i>

1. Preamble

- 1.1 It is the policy of the Waterloo Region District School Board to acknowledge that:
 - 1.1.1 Students are entitled to an education that ensures they achieve their full potential through the equitable and appropriate allocation of funds provided by the Ministry of Education;
 - 1.1.2 Enhanced educational opportunities for all students are made available through a shared responsibility between schools, families/caregivers and other community resources.
 - 1.1.3 All schools will develop a process to identify and support students requiring financial assistance and staff will ensure that any issue is dealt with in an appropriate, sensitive and confidential manner.

2. Guidelines

- 2.1 Materials and activities essential for a course or program are to be provided through school operating budgets at no cost to the student.
- 2.2 Successful completion of a required course or credit is not dependent on the payment of any course fee by a student.
- 2.3 Each school defines/determines the basic materials and activities required for courses.
- 2.4 A fee may only be charged for:
 - 2.4.1 Supplies, services or activities that are considered enhancements to a program or course
 - 2.4.2 Specialized Programming; for greater clarity, Specialized Programming refers to voluntary courses or activities that students choose to attend through an application process, with the knowledge that these programs are beyond the core curriculum and considered appropriate by the Ministry of Education for the charging of fees. This applies to the International Baccalaureate Program, Integrated Arts Program and the Advanced Placement Program, etc.
- 2.5 Any charges for supplies, services or activities must reflect the actual costs of the enhancements and are to be reviewed with the school council before implementation annually. The process used is to be open and transparent and requires accountability to the school community.