



SAINT PETER CHANEL CATHOLIC SCHOOL

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PARENT FUNDED TEACHER AIDE HOURS

Purpose:

The purpose of this policy is to ensure there is a clear understanding of process and accountability should a parent approach the school with the intention of funding teacher aide support for their child.

Guidelines:

1. The school has no expectations of a parent/caregiver having to pay for teacher aide support for their child.
2. Any arrangement would be as a consequence of a parent/caregiver approaching the school seeking to fund teacher-aide support for their child.
3. The child must have abilities or disabilities which have been identified by an education or health support agency.
4. Funds will be paid in advance as a donation to the school office. To cover costs the teachers aide's hourly rate, holiday pay and GST will be calculated.
5. The appointment of the teacher aide is the responsibility of the school. As a school employee the teacher aide is responsible to the Principal.
6. An Independent Education Plan (I.E.P.) will be developed in consultation with the parents, teacher and teacher aide.
7. An I.E.P. Meeting will be held twice a year. The cost of the teacher aide's attendance will be covered in the parent/caregivers contribution to the school.
8. The I.E.P. Meeting will be the opportunity to report on progress and plan for the following period.
9. If the parent/caregiver withdraws the student from the school or the programme before the end of the term a refund will be calculated taking into consideration weeks remaining, notice and pay obligations to the teacher aide.
10. If the parent/caregiver is dissatisfied with the support or the programme they should in the first instance approach the Principal.
11. St Peter Chanel Catholic School retains the right to terminate, with just cause, any arrangements if the policy is not followed or is not working for one or both parties.

The Policy Guidelines as sent out in the document pertaining to the conditions of 'Parent Funded Teacher Aide Hours' have been accepted by: