



# The Proprietor Company of Sacred Heart College Limited

## ATTENDANCE DUES AGREEMENT

This agreement is to be signed at the time of enrolment at the College. Signing this agreement constitutes part of the enrolment procedure.

**Full name of student:** .....  
(First Name/s) (Family Name)

Date of Birth: ...../...../..... Year Started: ..... Year Level: .....

Name of Parent/Caregiver (1): ..... Date of Birth: ...../...../.....

Relationship to student: ..... Ph Number: .....

Address of above: .....

Name of Parent/Caregiver (2): ..... Date of Birth: ...../...../.....

Relationship to student: ..... Ph Number: .....

Address of above: .....

**Full name of person(s) legally responsible for paying Attendance Dues:**

Address of above: .....

Phone numbers: Home: ..... Work: ..... Mobile: .....

The Education and Training Act 2020, allows a Proprietor to charge Attendance Dues. It is a condition of enrolment that the person accepting the responsibility of educating a child a State Integrated School, that is the parent/caregiver/guardian, pays Attendance Dues.

**ATTENDANCE DUES**

The undersigned undertakes, as a condition of enrolment and attendance, to pay Attendance Dues at a rate determined by the Proprietor and approved by the Minister of Education, or at such other rate as may be agreed from time to time between the undersigned and the person delegated by the Proprietors to act on their behalf, and further more accepts that the school can discontinue attendance of the above named pupil/student in default of this undertaking.

The Proprietor or the Proprietor's agents may legally recover any unpaid Attendance Dues.

We have read and understood the Parent and Caregiver Responsibilities section on Page 2 of this document.

**DISCLOSURE**

The undersigned acknowledges that information about the student which is related to the functions of the Proprietor of the school may be disclosed to the Proprietor or the Proprietor's agents.

I/We \_\_\_\_\_ the undersigned have read and understood the above.

**Signature of Parent/ Caregiver/ Guardians:** ..... **Date:** ...../...../.....

..... **Date:** ...../...../.....

**Signature of Proprietor Representative:** ..... **Date:** ...../...../.....



# Compulsory Attendance Dues Parent and Caregiver Responsibilities

1. Attendance Dues are a compulsory payment under the terms of the Education and Training Act 2020 (Act) and are a condition of enrolment. Attendance Dues are charged for all students who attend Catholic integrated schools in New Zealand.  
Attendance Dues are collected on behalf of the school's Proprietor, Sacred Heart College Limited. The Attendance Dues are forwarded to Auckland Common Fund Limited, a company established by the proprietors of Catholic Integrated Schools in the Diocese of Auckland responsible for the collection of Attendance Dues.  
Under the Act, Attendance Dues are used for servicing and repaying loans to develop new building projects in the proprietors' schools as well as paying for building insurance and compliance costs, collection and administration.
2. By signing this agreement, you accept that you will pay the Attendance Dues and that you understand that payment of the Attendance Dues is a condition of enrolment and the continuing attendance of the above-named student at the school.
3. Payment of Attendance Dues should be made in full at the beginning of the academic year or, in agreement with the school, by instalment (weekly, fortnightly, monthly or per term) during the academic year. The Attendance Dues cannot be paid in full at the end of each academic year. Attendance Dues are not a donation, and they are not tax deductible.
4. Failure to pay the Attendance Dues may put your child's place at the school at risk.
5. Overdue accounts may be referred to a debt collection agency by the Proprietor.
6. This agreement is legally enforceable and the person who signs the agreement remains legally liable for payment of the Attendance Dues. Responsibility for payment of Attendance Dues may be transferred to another Parent/Caregiver provided that the new Parent/Caregiver first signs a novation agreement accepting responsibility for payment of Attendance Dues, on terms acceptable to the school and the Proprietor.
7. Any civil agreements between parents/caregivers do not take precedence over this signed legal agreement.
8. This agreement may not be varied or terminated by the Parent/Caregiver without the prior written consent of the Proprietor.
9. Financial assistance with Attendance Dues is available to families of preference students in cases of genuine financial difficulties. Part of the criteria for receiving this assistance is that regular payments have been made at an affordable level.

Updated March 2023

## PRIVACY ACT 2020

Our school undertakes to collect, use and store information you provide on this form according to the principles of the Privacy Act 2020. The information may be provided to the Proprietor of the school or Proprietor's agent and for administration purposes within the school.