



FINANCIAL DIFFICULTY POLICY - DARWIN

Responsibility of: Leadership Team
Effective date: Term 4, 2023
Next review date: Term 4, 2024

1. RATIONALE

To ensure fair and consistent procedures for students who wish to join the NT Music School (NTMS) instrumental program but are disadvantaged as their family/carers face financial difficulty in regards to instrument hire.

2. POLICY

This policy outlines the terms of participation for students facing financial difficulty who intend to, or are currently accessing NTMS instrumental programs

- 2.1 An annual contribution of \$100.00 is requested.
- 2.2 Students require an instrument to practice and in order to participate meaningfully in the program. Students learning guitar are expected to purchase their own instrument, as guitars are unsuitable for hire and relatively inexpensive to purchase. All other instruments can be hired. In Darwin & Alice Springs NTMS has a third-party arrangement with Musiccorp Australia that allows the school to offer instrumental hire at a low cost. In Katherine and Nhulunbuy parents/carers deal directly with Musiccorp Australia.
- 2.3 NT School Sports vouchers can be used to assist families with covering the cost of instrument hire.
- 2.4 If a family/carer indicates they are having financial difficulty the partner school liaison teacher should be contacted to confirm the family situation. Once confirmed, NTMS can discuss and consider appropriate support.
- 2.5 The following options are available to support instrument hire costs:
 - a) the partner school takes responsibility for the purchase of a guitar or responsibility for the hire costs of an instrument, with the partner school Principal signing the hire agreement form
 - b) the partner school takes responsibility for the hire costs of an instrument and the family/carer enter a payment plan to repay the cost of hire with the partner school (excludes guitar)
 - c) NTMS contacts the parent/carer directly to negotiate a subsidised hire fee and/or payment plan to repay the agreed amount (excludes guitar)

- 2.6 In all cases, where an instrument is borrowed, hiring procedures must be followed and a borrowing contract completed and signed by the parent/carer or partner school Principal to acknowledge care and responsibility for the return of the instrument once the hire agreement date ends. This applies for all instruments regardless of the hire fee amount.
- 2.7 All financial support cases are treated on a **case by case basis** depending on the student, the family/carers financial situation, the partner school and available support.

3. BUSINESS NEED

Clear processes will ensure consistency when considering requests of this nature from schools and community.

4. RESPONSIBILITIES

Recommendations of requests from partner schools or NT Music School teachers in accordance with this policy are the responsibility of NTMS senior staff. Approval is the responsibility of the Principal.