

Orange Christian School Scholarship Fund Rules

Name

- 1) The name of the scholarship fund is the Orange Christian School Scholarship Fund.

Definitions

- 2) In these rules, unless the contrary intention appears:
 - a) 'ABN' means the Australian Business Number.
 - b) 'ATO' means the Australian Taxation Office.
 - c) 'School' means Orange Christian Schools Limited being a company limited by guarantee incorporated pursuant to the provisions of the Corporations Act 2001 (Commonwealth) and bearing the ABN 50 002 302 776 and having its principal address at 500 Cecil Road, Orange NSW 2800.
 - d) 'Rules' means the Orange Christian School Scholarship Fund Rules.
 - e) 'Scholarship Fund' means the scholarship fund referred to in Clause 1 above.
 - f) 'School Council' means the board of directors of the School.

Objects

- 3) The objects of the Scholarship Fund are as follows:
 - a) To solicit and receive gifts, donations and legacies ('Gifts') from the public for use exclusively in the provision of scholarships, bursaries or prizes in accordance with item 2.1.13 of subsection 30.25(1) of the Income Tax Assessment Act 1997 (Commonwealth) and any rulings or determinations issued by the ATO for such public funds ('Scholarship Purposes'); and
 - b) To receive, acquire, hold and invest Gifts and apply moneys from the Scholarship Fund for such Scholarship Purposes as are approved by the School Council.

Eligibility Criteria

- 4) The Scholarship Fund will be used to:
 - a) Award such scholarships, bursaries or prizes to Australian citizens or permanent residents of Australia in order to promote the recipients' education in school courses provided by the School at its Orange and Bathurst campuses and facilities.
 - b) The School assesses applicants for scholarships, bursaries or prizes on the basis of merit and/or need.
 - c) All scholarships, bursaries or prizes are advertised in the School's newsletters and websites and are publicised at School functions and in other School publications.

Public Fund

- 5) The School is endorsed by the ATO as a tax concession charity.
- 6) The Scholarship Fund is a public fund to which members of the public are invited to contribute.
- 7) The Scholarship Fund is established solely for the purpose of carrying out the aforesaid objects, and shall be operated by the School as follows:
 - a) All Gifts, whether subject to any special trust or not, for any one or more objects of the Scholarship Fund shall be deposited into the Scholarship Fund, which shall be kept in a bank account separate from other funds of the School.
 - b) The School Council may refuse to accept any Gift to the Scholarship Fund and shall not be required to give any reason for so doing.
 - c) No Gifts other than Gifts for one or more of the objects of the Scholarship Fund shall be received by the Scholarship Fund.
 - d) The Scholarship Fund will be administered by the School Council, a majority of the members of which because of their tenure of some public office or their professional standing shall have an underlying community responsibility.
 - e) Any moneys in the Scholarship Fund not immediately required may be invested in such a manner as may be permitted under any ruling or determination in relation to public funds issued by the ATO for the investment of such funds.

Non Profit

- 8) The income and property of the Scholarship Fund, however derived, shall be applied exclusively towards the promotion of the objects of the Scholarship Fund as set forth in these Rules and no portion of them shall be paid or distributed directly or indirectly by way of dividend bonus or otherwise to members or officers of the School except as reimbursement of out of pocket expenses incurred on behalf of the Scholarship Fund or payment in good faith of bona fide remuneration to any employee in return for services actually rendered to the Scholarship Fund or for goods supplied in the ordinary and usual course of business as an arm's length transaction.

Accounts

- 9) Proper accounts shall be kept by the School of the sums of money received and expended by the Scholarship Fund for this purpose. Separate general ledger revenue and expenditure accounts are to be established and maintained in the School's accounting system.
- 10) The School shall prepare and submit to the School Council a proper set of annual financial statements.
- 11) Accounts of the Scholarship Fund shall be audited at the same time as the accounts of the School.

Dissolution

12) If on:

- a) the dissolution of the Scholarship Fund, or
- b) the Scholarship Fund ceasing to be endorsed as a deductible gift recipient pursuant to the requirements of Section 30 of the Income Tax Assessment Act 1997 (Commonwealth), there remains after satisfaction of all its debts and liabilities and the payment of all costs charges and expenses of the dissolution any property or funds, that property or funds shall not be distributed among the members of the School Council, but shall be transferred to some other fund or entity having objects similar to the objects of this Scholarship Fund and whose rules prohibit the distribution of income among its members such fund or entity to be eligible for tax deductibility of donations and endorsed as a deductible gift recipient pursuant to the requirements of Section 30 of the Income Tax Assessment Act 1997 (Commonwealth).

Changes to Rules

13) The School Council may from time to time amend these Rules, however such amendments shall not take effect unless the ATO has been notified of the amendments, and has advised that the Scholarship Fund retains its endorsement as a deductible gift recipient.

FEE RELIEF (BURSARY) POLICY

POLICY

The school affirms its commitment to the principle that a Christian education should be available to Christian families at an affordable price. The school has a fee structure which

encourages family enrolments by providing discounts for the second and subsequent children from the one family. Some measure of additional fee assistance, based on economic circumstances only, is available within financial parameters set each year by the school Board.

GENERAL RULES:

1. Fee Relief only applies to children in Kindergarten to Year 12. Fee relief do not apply to children enrolled in Pre Kinder.
2. The Board determines through the Business Manager at the annual Budget the total value, number and duration of new fee relief that are to be awarded, this is done on an annual basis.
3. The Business Manager decides the recipients of fee relief, in line with Board policy, and reports to the Board on the overall results of the policy. The Business Manager normally leaves a certain amount of the fee relief allocation unallocated at that stage for any needs that may emerge during the year.

FEE RELIEF PROCEDURE:

Fee relief are offered by the Business Manager) on an economic needs basis, and are subject to the family providing evidence of continuing need, to the Business Manager's satisfaction.

1. Depending on the financial circumstances of the family, a fee relief amount may be offered, at the discretion of the Business Manager, within the overall bursary budget set by the Board.
2. The percentage discount amount of any bursary may be varied and is subject to the family providing evidence of continuing need to the Business Manager, on an annual basis (or more frequently if circumstances change or if required by the School).
3. Applicants will need to complete an Assessment Form stating their income and Assets. The form also requests information relating to government assistance. If circumstances are linked to a trust or company, the details of that structure are also required to be supplied.

4. All requests for fee relief assessments are subject to an annual review on completion of a new assessment form.

5. All families on fee relief assistance are required to enter into a regular payment plan to ensure current year fees are paid in full by the end of the school year.

List of Council Members of Orange Christian Schools Ltd

Name	Office or Position
Tim Chapman - Mortimer	Project Manager
Steve Griffith	Economist
David Lee	Electrical Engineer
Nellie Aubertin	Asst Relationship Manager - Banking
David Elliot	Farm Manager
Mark Filmer	Journalist
Ron Phillips	Supervisor – Printing Industry
Phillip Tanner	General Manager