Policy Rationale
The quality and variety of educational programs offered by CCAE are enhanced if ACFE funds are supplemented by voluntary contributions of time and talent by individuals and donations of cash/goods/services.

Policy Aims
To provide a means of honouring the time/talent contributions of people together with cash/goods/service donations so that CCAE can communicate to those who gave, the benefits derived by others from such generosity.

Procedures
- Although CCAE seeks to supplement ACFE funds by seeking donations/voluntary contributions from parents and guardians, donations and voluntary contributions are not compulsory, and students whose parents/guardians have not made a donation or voluntary contribution will not be treated differently from those who have.

- CCAE will make clear distinctions between donations/voluntary contributions and those materials/services which parents are required to pay, so that parents are not confused regarding the voluntary nature of the contributions.

- CCAE will provide all parents with information detailing the purposes for which donations/voluntary contributions are being collected and will keep requests to a reasonable level and within expectations of CCAE community.

- As with all parent payments to CCAE, opportunities will be provided for parents experiencing financial difficulties to enter alternative confidential payment arrangements with the Manager for donations/voluntary contributions.

- Although the public identification of students or their parents where donations/voluntary contributions have or have not been paid will not occur, the parents/students that make donations/voluntary contributions will receive letters of appreciation from CCAE Board of Management.

Evaluation
This policy will be reviewed bi-annually