

Diocese of Dunedin Attendance Dues Agreement

Between: Roman Catholic Bishop of the Diocese of Dunedin (“Proprietor”), as owner of _____ (“School”),

And the following people who are *jointly and severally* responsible for payment of Dues.

| | | | | | |
|-------------------------------|--|-------------|-------------|---------|--|
| Bill Payer One | | | Parish Name | | |
| Title | | First Names | | Surname | |
| Residential address | | | | | |
| Postal address (if different) | | | | | |
| Daytime Phone | | | | Mobile | |
| Email | | | | | |

| | | | | | |
|-------------------------------|--|-------------|-------------|---------|--|
| Bill Payer Two | | | Parish Name | | |
| Title | | First Names | | Surname | |
| Residential address | | | | | |
| Postal address (if different) | | | | | |
| Daytime Phone | | | | Mobile | |
| Email | | | | | |

Who are paying for the following student(s) enrolled at the school:

| First & middle names | Surname | Start date | Year | NSN number (<i>school completes</i>) |
|----------------------|---------|------------------|------|--|
| | | | | |
| | | | | |
| | | | | |
| Preference Yes / No | | Family ID Number | | |

| Other Students (Past or Present) on the same Account Number/Whānau ID | | | | |
|---|---------|------------|------|--|
| First & middle names | Surname | Start date | Year | NSN number (<i>school completes</i>) |
| | | | | |
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IMPORTANT NOTES: By signing this agreement both people are entering into a legally binding contract with the “Proprietor” to “jointly and severally” pay attendance dues. This means any money owing can be recovered by a debt collection agency from either party. You are both taking responsibility for full payment, not a half share each. If payment is an issue, call the Principal, explain the issue and agree on the best plan for your young person.

ATTENDANCE DUES

- 1.1. The Proprietor of the School (The Bishop) and the Crown (Minister of Education) have entered into an Integration Agreement for the School, made in accordance with the provisions of Schedule 6 of the Education and Training Act 2020. This Schedule replaced the Private Schools Conditional Integration Act 1975. Pursuant to the terms of the Integration Agreement, the Proprietor may enter into an agreement with the parents or other persons accepting responsibility for the education of a child providing that, as a condition of the enrolment or attendance of the child at the School the parents or other persons must pay attendance dues.
- 1.2. The rates and conditions of attendance dues are approved by the Ministry of Education by notice in the New Zealand Gazette. Their use is strictly controlled by legislation. Attendance dues are used by the Proprietor for paying for buildings and facilities required by the Integration Agreement, or by the Minister, and for meeting costs of mortgages, insurance and other agreed charges.

ATTENDANCE DUES PAYMENTS

INTERPRETATION: I/We means the Parent(s)/Caregiver(s) entering into this Agreement.

- 2.1 I/We agree to pay attendance dues to the Proprietor, as approved by the Ministry of Education from time to time in terms of Schedule 6 of the Education and Training Act 2020, and as a condition of enrolment of the student(s) in the School.
- 2.2 I/We understand that if I/we default in paying attendance dues that any recovery costs incurred by the Proprietor will be an additional expense to be paid by me/us and will be added to the total attendance dues owing and payable by me/us.
- 2.3 I/We understand that each year, the Proprietor will issue me/us an invoice for all attendance dues payable in respect of the student(s), and I/we agree to pay the total in full by the date stipulated in the invoice, unless I/we have previously made alternative payment arrangements with the Proprietor or the Proprietor's agent.
- 2.4 The Proprietor has appointed the Diocese of Dunedin Attendance Dues Team to administer the invoicing and collection of attendance dues in respect of the School.

PRIVACY ACT 2020 - STUDENT ENROLMENT INFORMATION

- 3.1 Your personal information will be collected and held by the Proprietor or the Proprietor's agent and used for administering the invoicing and collection of attendance dues. Information about outstanding dues may be disclosed to other schools at which you have or intend to have children attending, and with attendance dues collection agents. This information may be used for the purposes of collecting dues, and/or assessing eligibility for any rebate/write-off. The information will not be shared with any other party without your permission.
- 3.2 Your most up to date information will be shared by the school with the attendance dues team. You can ask for a copy of any personal information held about you, and if it is incorrect ask for it to be corrected.

ACKNOWLEDGEMENT

- 4.1 I/We acknowledge that I/we have read and understood this agreement and agree to comply with the terms and conditions.
- 4.2 I/We agree to advise the Proprietor and/or the Attendance Dues Team in writing if our circumstances change.

Signature of Bill Payer One 1: _____ Date _____

Signature of Bill Payer Two 2: _____ Date _____

Signature of Principal on behalf of the Proprietor: _____ Date _____

Once completed, this form and all other enrolment information required by the Proprietor for the purposes of charging and collecting attendance dues, are to be forwarded by the Principal to:

Attendance Dues Office, Private Bag 1941, Dunedin 9054

Contact for all enquiries: phone 03 2220006 or email dues@cdd.org.nz