Community Language Schools program

Funding Guidelines

Government of South Australia
Department for Education

Overview

A Community Language School (CLS) is a not-for-profit, after-hours language and culture school, open to all students irrespective of their linguistic background.

The Government of South Australia provides annual funding to support CLS to deliver language and cultural programs. These programs are delivered to South Australian school-aged students outside school hours.

This funding can be used to support language and cultural learning programs or the delivery of South Australian Certificate of Education (SACE) language subjects.

CLS must be accredited to receive funding.

Information regarding the process to become accredited for the first time or maintain accreditation is set out in the **Community Language Schools Program Accreditation Guidelines**.

This guideline provides information on the funding available to CLS including details of the formulas used to calculate the funding provided to each CLS.

These Funding Guidelines **must** be read in conjunction with the **Community Language Schools Program Accreditation Guidelines.**

Information regarding the process to offer a SACE Subject through SACE funding is set out in the **Community Language Schools Program SACE Guidelines**.

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Definitions

CLSSA Student Data Capture System – Student Data Capture System used by CLSSA to collect the data on students attending the CLS.

CLSSA Grant Monitoring System – Grant Monitoring System used by CLSSA to administer the funding of the Per Capita, Needs Based and SACE Funding provided by the Department for Education.

Community Language School (CLS) – a body that provides out-of-school-hours language and cultural tuition that complements language education provided by mainstream schools with a particular focus on enabling students to learn a new language or maintain their mother tongue / heritage language.

Community use of School Facilities Agreement – a written agreement between the CLS and the body responsible for the school site. This document must set out the conditions of use and be agreed by each party.

Department for Education – State Government body that provides a range of integrated education, training, health, and child development services.

Enrolment(s) – is the proportional enrolment figure, when taking into account when students attend multiple schools of the same language, the single enrolment is proportionally allocated across those schools.

External Relations – a directorate as part of the Department for Education, who manages the Community Language Schools program.

Regular Attendance – students must attend the majority of sessions that the CLS operates each term. Students may be absent for classes if an appropriate reason has been provided in writing.

Student(s) – students are the whole number of individuals attending a school.

The Ethnic Schools Association of SA Inc. trading as Community Language Schools SA (CLSSA) – a not-for-profit, non-government educational association which is incorporated under the *South Australian Associations Incorporation Act 1985*. CLSSA is the peak member body for each separately incorporated CLS.

Funding

Once accreditation has been approved by the Department for Education, a CLS will be eligible to receive State Government funding to support its operations.

Funding is calculated on the enrolment data provided by the CLS to CLSSA. The enrolment numbers used to calculate the funding are based on enrolments collected at a census conducted in term 1 and term 3 each year.

The types of funding available and formulas used to calculate the funding for each CLS are as follows:

Per Capita Funding

Funding is provided at a base rate of $153 per enrolment living in South Australia. This base rate is calculated as of 1 January 2022 and is indexed each calendar year thereafter in accordance with the Department for Treasury and Finance's mandatory indexation rate for not-for-profit organisations.

Needs Based Funding

Funding is based on the student enrolment data from CLS, as follows:

- $1,200 (ex GST) for CLS with less than 35 enrolments
- $35 (ex GST) per student for CLS between 35 and 485 enrolments (inclusive)
- $17,000 (ex GST) for CLS with 486 and 999 enrolments (inclusive)
- $22,000 (ex GST) for CLS with 1,000 enrolments or greater.

Establishment Funding

Once-off establishment grant of $3,000 (ex GST) for a new accredited CLS.

The establishment grant will only be available to newly accredited CLS or CLS that have not been accredited for a period of 5 years or more. For this purpose, the date of the previous accreditation will be the date of the letter from the Department for Education regarding its accreditation status.

SACE Funding

Schools that offer the SACE subjects are eligible for funding for each student enrolled in either Stage 1 or Stage 2 subjects. For further information about offering SACE subjects, please refer to the Community Language School Program SACE guidelines.

Eligible Funding Uses

The following list is an example of what the funding for the CLS program can be used for:

- Teacher and Instructor Salaries and/or Honoraria to Volunteers.
- Professional Learning Activities for Teachers, Instructors, School Personnel and School Administrators.
- Purchase of Language Curriculum Resources.
- Equipment to support the language program such as audio-visual equipment, stationery, computer(s), computer hardware and software.
- Accounting services to complete acquittal reports.
- Costs associated with classroom facilities such as electricity, cleaning, rental/room hire.
- Furniture such as chairs and desk/tables.

Ineligible Funding Uses

The following list is an example of what the funding you receive for the CLS program can be used for:

- Political, religious and/or cultural programs such as distinct and separate programs that teach traditional arts, crafts, music, dance or the study of religious texts.
- Capital, minor or major building works.
- Students that live interstate or overseas are unable to claim funding.
- Interstate or International Travel.
- Administrative costs not directly related to support the learning of the language.

- Activities designed specifically to orient recently arrived students to the South Australian education system, or to living in the South Australian Community.

Roles and responsibilities

Role of an accredited Community Language Schools

All accredited schools will be required to:

- Ensure funding is spent against the eligible items within the funding guidelines.
- Ensure funding is acquitted as per contract with CLSSA.
- Continuously improve the quality of service delivery to support quality student outcomes.
- Contact the CLSSA team immediately if anyone becomes aware of a breach of terms and conditions of the contract with CLSSA

Role of Community Language Schools SA

- To collect census data each semester in order to calculate the funding amounts.
- To distribute funding to the CLS as per the Department for Education guidelines.
- Ensure CLS are appropriately acquitting the funding as per the eligible costs within the funding guidelines.
- Ensure CLS are updating the CLSSA Student Data Capture system.
- Provide training for CLS personnel as required.
- Provide technological, and curriculum support to CLS personnel as required.

Role of the Department for Education

- Review and analyse the enrolment data collected through the census to provide CLSSA with funding allocation per CLS.
- Review and analyse CLSSA acquittal to ensure funding is being used as per the these Guidelines.

Related legislation

Associations Incorporation Act 1985 (SA)

Corporations Act 2001 (Cwth)

Related policies

Community Language Schools - Funding Guidelines
Community Language Schools – SACE Guidelines
Community use of - School Facilities Agreement
Community Language Schools - Policies

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