

PARENT PAYMENT POLICY

RATIONALE:

- The Education & Training Reform Act 2006 empowers School Councils to charge parents for goods and services used in the course of instruction of their children, as well as to raise funds. As the quality and variety of educational programs offered by our College are enhanced by doing so, our College Council requests payment from parents for certain student materials and services charges, and for modest voluntary financial contributions.

GOALS:

- To provide high quality learning opportunities for all students, by supplementing limited government funds with approved financial contributions and payments from parents.

GUIDELINES:

- College Council supplements DET funds by requesting payments from parents for the following items:
 1. **Essential Education Items** which parents and guardians are required to provide or pay the school to provide eg: stationery, text books and uniforms, camps etc.
 2. **Optional Extras** which are offered on a user pays basis and parents can choose whether or not their child participates eg: instrumental music tuition or instrument hire etc.
- In addition, College Council invites parents to make donations by means of:
 3. **Voluntary Financial Contributions** which are non-compulsory donations for specific projects eg: library resources, grounds projects or technology equipment.
- Parents will be made aware of the costs associated with all payments for essential educational items and voluntary contributions a minimum of 4 weeks prior to the end of the previous year, along with a recommended payments schedule.
- The payments schedule will include itemised details relating to all payments, an option to purchase goods elsewhere (where appropriate), essential payment dates, options to make payments by instalments, clear definitions of the category of any payments (ie: Essential, Optional or Voluntary). All payments and non-payments will be strictly confidential.

- All costs and processes associated with payments and voluntary contributions will be reasonable, will be defensible in relation to DET requirements, and will be within the expectations of the school community.
- As with all parents' payments to the college, Council will provide opportunities for all parents experiencing financial difficulties to enter into alternative and confidential payment arrangements with the Principal or nominee.
- Unpaid **Essential Items** payments will not result in any detriment by the college to the student or family. Unpaid **Optional Extras** Payments may compromise a student's ability to be involved in the optional activity in the future. Unpaid **Voluntary Financial Contributions** do not constitute a non-payment and will not result in any detriment by the college to the student or family.
- No collectors of any type, including debt collectors, will be used to obtain funds from parents or students.
- All payments will be receipted in CASES21 and a receipt will be issued promptly.
- The principal will ensure that all staff are aware of this policy and adhere to it.

EVALUATION:

- This policy to be reviewed as part of the school's two year review cycle, individually, in teams and with the community in 2017 or more often if necessary due to changes in regulations or circumstances.