

# PARENT PAYMENT POLICY

SCHOOLS

## EXAMPLES OF COMMON ITEMS OF PARENT PAYMENT CATEGORIES – SECONDARY

This list provides some examples of common items in a secondary school setting for each of the 3 parent payment categories. It is not intended to be exhaustive or definitive and does not take into consideration a school's context or how a school delivers the standard curriculum.

### Essential Student Learning Items

**Includes items that students take permanent possession of, materials for final products that students take home and curriculum related activities that students participate in such as:**

- Booklist items – e.g. stationery, textbooks, workbooks, novels, calculators (this can be attached as a separate booklist)
- Online subscriptions to learning activities (if content is essential for student learning in the curriculum) – e.g. Edrolo
- Consumable materials which students use to make something and then take possession of or consume (materials must be clearly specified, where practical):
  - Art/Technology Subjects – e.g. canvas, paint, clay, special paper, wood, metals, plastics
  - Food/Home Economic Subjects – e.g. cooking ingredients that students will consume such as flour, eggs, milk, meats
- Curriculum excursions (directly related to curriculum outcomes) – e.g. Shakespeare play for English, Art Gallery for Art
- Student ID card

See Page 2 for what Essential Student Learning Items do not include.

Where payment is not made for an essential student learning item or activity and the child does not provide their own, the school must make alternative arrangements e.g. make the item available through the school or provide alternative financial support options.

### Optional Items

**Includes items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum such as:**

- Electives and additional academic programs:
  - Instrumental music lessons
  - Elective extension classes, e.g. advanced STEM classes
- School photos
- Locks for lockers and bicycles
- Magazine/newspaper subscriptions
- School events and functions such as graduations, formals, socials
- Extra-curricular activities
- Optional camps & excursions that are not related to the curriculum

### Voluntary Contributions

**Includes items for general or clearly explained specific purposes that relate to the school council's functions and objectives such as:**

- General voluntary contributions towards classroom materials, class sets and school equipment – e.g. classroom set of textbooks; photocopying and printing of worksheets; science equipment and materials for experiments; sports equipment
- School sports events that all students are expected to attend but are offered in addition to the standard curriculum
- Building or Library fund (Tax deductible)
- Voluntary contributions for any other specific purpose

Schools can communicate to parents that these voluntary contributions will support the school to continue to offer high quality academic programs and run specific school events.

**Essential Student Learning Items do not include**

School operating costs	Generic subject levies or fees	Non-curriculum related costs
<ul style="list-style-type: none"> <li>Salary costs of Department employees</li> <li>Professional development for teachers</li> <li>Utilities – e.g. electricity and internet</li> <li>School equipment – e.g. sports equipment, science lab equipment, materials that teachers use for student learning such as white board markers</li> <li>Required classroom materials – e.g. class sets, photocopying and printing of worksheets, booklets and exams</li> <li>Merchant fees associated with electronic payment transactions – e.g. Eftpos fees</li> <li>Administrative costs – e.g. sending text messages or letters to parents</li> <li>Administration software (including those provided by third parties – e.g. Compass)</li> <li>Insurance and equipment maintenance</li> </ul>	<ul style="list-style-type: none"> <li>English Levy/Fee/Materials</li> <li>Year 8 Basic Fee</li> <li>Literacy and Numeracy Resources</li> </ul> <p><i>To be included, items should be clearly outlined so parents understand what they are being asked to pay for – e.g. food ingredients for Home Economics class.</i></p>	<ul style="list-style-type: none"> <li>See Optional Items</li> </ul>

*Schools can ask parents to make voluntary contributions towards the cost of schooling including for these items. Schools must ensure these are included under the Voluntary Contributions category so it is clear to parents that they are not compulsory.*