



## Parent Payment Policy

**Policy Date : February 2018**

### **Policy Statement (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 school are enhanced by doing so, our School Council requests payment from parents for certain student materials and services charges, and for modest voluntary financial contributions.

### **Aims:**

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

### **Implementation:**

- School Council supplements Department of Education and Early Childhood Development funds by requesting payments from parents for the following items:-
  1. **Essential Items**, which are compulsory for all students, such as student booklists.
  2. **Optional Extras**, which are offered on a user pays basis and parents can choose whether or not their child participates eg: the swimming program, winter sports, camps and excursions etc.
- Invoices for **Essential Items** will be issued in term 1 for payment at the end of term 1.
- Parents will be made aware of the costs associated with all payments and voluntary contributions by December and again in February of that school 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), and advice to parents to contact the Principal if they require support or additional information.
- All payments and non-payments will be strictly confidential. The public identification of students or their parents where payments have or have not been received will not occur.
- All optional payments must be paid in full before activities may be undertaken by students.
- As with all parent payments to the school, Council will provide opportunities for all parents experiencing financial difficulties to enter into alternative and confidential payment arrangements with the Principal.
- Payments to your account can be made at anytime. You may run a credit account at the school and draw payments against your account. (provided funds are available).
- All costs and processes associated with parent payments and voluntary contributions will be reasonable, will be defensible in relation to Department of Education requirements, and will be within the expectations of the school community.
- No collectors of any type, including debt collectors, will be used to obtain funds from parents or students.
- The principal will ensure that all staff are aware of this policy and adhere to it.



# Woody Yaloak

Primary School

"Achieving Together"

- School councils may invite parents and guardians of a student enrolled at the school, or anyone else, to make a donation in the form of a voluntary financial contribution to the school. Schools may invite voluntary financial contributions for the following purposes:
  - a) Contributions to a building and grounds beautification trust fund or contributions to a library trust fund (these trust funds are approved by the Australian Taxation Office and are tax deductible).
  - b) Contributions for a specific purpose identified by the school (e.g. equipment, materials or services) in addition to those funded through the SRP. This may include additional computers or student-related services.
  - c) General voluntary financial contributions or donations to the school.
    - Students will not be treated differently, denied access to the standard curriculum program, or refused instruction on the basis of payments not being made for education items, services or voluntary financial contributions.

### Essential Items Payment Plan (Example):

Paying \$15.00 per fortnight.						
Dec.	Jan.		Feb.		Mar.	
\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00

End of term 1 - \$ 105.00 – this would pay for Essential Items for one child, using this Payment Plan.

### Optional Item Payment Plans

#### Payment Options (Example):

January		February		March		April		May		June		July	
\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20

By making regular payments of \$20 per fortnight \$280 will have been paid by half year.

### Middle and Senior Camp (Example).

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct
Yr 3/4	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	Rem. Costs	CAMP
Yr 5/6	\$20	\$20	\$20	\$20	\$20	\$20	\$20	Rem. Costs	CAMP	

### Evaluation: August 2017