



Preston Primary School

PARENT PAYMENT POLICY AND IMPLEMENTATION

PARENT PAYMENT CHARGES

Preston Primary School Council will annually review parent payments requested to ensure they are in line with Department of Education & Training guidelines. Charges will be clearly itemised and categorised as Essential Education Items, Optional Items or Voluntary Contributions.

PAYMENT ARRANGEMENTS AND METHODS

Parents will be provided with early notification of annual payment requests (a minimum of 6 weeks prior to the end of the previous school year).

Reasonable notice will be given for any other payment requests during the year (i.e. excursions, camps).

Parents will be provided with the opportunity to request a booklist so that they can provide their child with the required books and stationery.

Parents will be permitted to make payments in instalments and be provided with several methods of payment, such as Compass, cash and eftpos.

Parents are able to enter into confidential payment plan arrangements by contacting the school's Principal, *Janet Paterson*, Assistant Principal, *Mark Smith* or Business Manager, *Fabian Harcus* on 9470 1167 or at preston.ps@edumail.vic.gov.au

FAMILY SUPPORT OPTIONS

Second hand uniform is available for all parents free of charge at the senior school.

Camps, Sports & Excursion Funding (CSEF) will be available to eligible parents/guardians.

The school seeks suppliers of educational items who provide not only competitive prices, but also quality of product and service

State Schools Relief will support any student attending a Victorian Government school on the advice of the school. Situations may include, but are not limited to, the following:

- Health issues resulting in serious financial difficulties
- Unemployment
- House fires
- Bereavement
- Family violence
- Illness
- Independent living / homelessness
- Natural disasters
- Serious financial difficulty

CONSIDERATION OF HARDSHIP

The school understands that families may experience financial difficulties or hardship at times and may be unable to meet full or part payments requested. Families are invited to contact the Principal, Assistant Principal or Business Manager to enter into a confidential Payment Plan.

Refer to the school's *Support for Families Experiencing Hardship Policy*

COMMUNICATION WITH FAMILIES

The Parent Payment Policy will be published on the school's website, and will also be distributed to families, on request. General enquiries regarding parent charges may be made to the School Office on 9470 1167 or preston.ps@edumail.vic.gov.au Concerns should be directed to the Principal, *Janet Paterson* or Assistant Principal *Mark Smith*.

MONITORING AND REVIEW OF THE IMPLEMENTATION OF THE POLICY

The School Council (via the Finance Committee) will conduct an annual review of the school fees and charges and implementation of the Parent Payment Policy, including addressing any concerns raised by the school community. Any changes to the Policy implementation will be reported back to the school community via the school newsletter.

Date of approval by School Council

2016

Understanding Parent Payment Categories

Schools

What does the legislation say?

The Education and Training Reform Act (2006) provides for free instruction in the standard curriculum program to all students in government schools. The Act also empowers school councils to charge fees to parents for goods and services provided by the school to a child.

In the Act, a 'Parent' includes a guardian and every person who has parental responsibility for a child including parental responsibility under the Commonwealth Family Law Act 1975 and any person with whom a child normally or regularly resides.

What do schools pay for as part of 'free instruction'?



Free instruction is the teaching staff, administration and the provision of facilities in connection with the instruction of the standard curriculum program, including reasonable adjustments for students with disabilities.

The standard curriculum for Years F-10 means implementation of the Victorian Curriculum F-10.

The standard curriculum for senior secondary schools means a program that enables a student to be awarded a VCE or VCAL qualification.

What principles govern parent payment practice?

Educational Value | Access, Equity & Inclusion | Affordability

Engagement & Support | Respect & Confidentiality | Transparency & Accountability

Parents

What may parents be asked to pay for?

Schools can request payment for Essential Student Learning Items



These are items, activities or services that the school deems **essential** to student learning of the standard curriculum.

Where practical and appropriate, parents may choose to purchase items through the school or provide their own.

These may also be either:

Items the student takes temporary or permanent possession of

- e.g.
- textbooks, activity books, exercise books
 - stationery, book bags
 - student ID cards, locks
 - cooking ingredients students will consume
 - materials for final products that students take home (technology projects, build-your-own kits, dioramas)
 - Picture Exchange Communication Systems

Activities associated with instruction that all students are expected to attend

i.e. travel, entry fees or accommodation

- e.g.
- excursions
 - incursions
 - school sports
 - work placements

Parents can be asked to pay for items, activities and services in the three Parent Payment Categories:

Essential Student Learning Items, Optional Items and Voluntary Financial Contributions.

Schools determine how items, activities and services are classified within these categories based on the learning and teaching program of their school.

Schools can request payment for Optional Items

These are items, activities or services that are **optional** and are offered in addition to the standard curriculum.

Students may access these on a user-pays basis.

These may be either:

Items the student purchases or hires

- e.g.
- school magazines, class photos
 - functions, formals, graduation dinners
 - materials for extra curricular programs
 - student accident insurance

Activities the student purchases

- e.g.
- fees for extra curricular programs or activities, such as instrumental music tuition
 - fees for guest speakers
 - camps, excursions, incursions, sports
 - entry fees for school run performances

Items and/or materials that are more expensive than required to meet the standard curriculum

- e.g.
- use of silver in metal work instead of copper
 - supplementary exam revision guides

Support for families experiencing hardship is available at every school and each school has a parent payment contact person. See your school's policy for more information.

For more information on Parent Payments and Personal Devices, visit the DET website at: www.education.vic.gov.au

Schools can invite **Voluntary Financial Contributions** for



- e.g.
- Building or Library fund (Tax deductible)
 - Voluntary contributions for a specific purpose, such as equipment, materials, services.
 - General voluntary contributions