



No. 4314

Chatham Primary School

Weybridge Street, Surrey Hills Victoria 3127

Telephone: (03) 9830 1933

Facsimile: (03) 9830 1798

Email: chatham.ps@edumail.vic.gov.au

PARENT PAYMENT POLICY

PURPOSE

To ensure that parent payment practices are consistent, transparent and ensure that all students have access to the Victorian Curriculum.

OBJECTIVE

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 specialised, School Council requests payment from parents for certain student materials and services charges, and for modest voluntary financial contributions.

SCOPE

This policy applies to:

- All parents/guardians with students at Chatham Primary School

POLICY

School Council supplements Department of Education and Training funds by requesting payments from parents for the following items:

Curriculum Contributions (previously called Essential Education) items which parents/guardians pay the school to provide activities, stationery and materials which the school deems necessary for students to learn the Curriculum.

Extra-Curricular Items and Activities (previously called Optional Items) which are offered on a user-pays basis and which parents/guardians may choose whether their child accesses or participates in (for example, excursions, camps, swimming program, extracurricular programs or activities). In 2023 families will receive requests for payment via Compass as events occur.

In addition, School Council invites parents to make donations by means of: **Other Contributions (previously called Voluntary Financial Contributions)** which parents/guardians are invited to donate to the school for non-curriculum items and activities that relate to the school's functions and objectives

Wherever practicable, parents will be made aware of the costs associated with all payments and contributions by December of the previous year on Compass.

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 costs and processes associated with parent payments and voluntary contributions will be reasonable, will be defensible in relation to Department of Education and Training requirements, and will be within the expectations and capacity of the school community.

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.

Invoices for **Extra-Curricular Items and Activities** will be distributed as reminders. Unpaid **Extra-Curricular Items and Activities** payments may compromise a student's ability to be involved in the optional activity in question. This decision will be made by the Principal in consultation with the School Council President.

No collectors of any type, including debt collectors, will be used to obtain funds from parents or students.

The school was involved in a Department of Education and Training Parent Payments Policy Desktop Review. This was applied to all schools during 2022. It was confirmed on the 4th May 2022 by Partnership and Sector Support Branch, School Education Programs and Support Group – Department of Educating and Training, that the above mentioned policy was consistent and aligned with Department of Education and Training Policy.

Principal

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to read "R. Johnson".

Date 5 / 4 / 2023