



Camperdown College

Parent Payment Policy

Rationale: Schools design and develop their learning and teaching programs drawing on the best educational knowledge and practices and strive to offer the best possible educational experience. The Education and Training Reform Act 2006 provides for instruction in the standard curriculum program to be free to all students in government schools. School councils are responsible for developing and approving school-level parent contributions and can request payments from parents under the three categories of Curriculum Contributions, Other Contributions and Extra-Curricular Items and Activities. Parent contributions assist schools to provide an enriched learning and teaching program for every student and are highly valued by school communities.

Aims:

1. To comply with DET Parent payment guidelines and audit requirements while providing the best possible educational experience for all students.
2. To request parent contributions under the following approved categories:

Curriculum Contributions are voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

Other Contributions are voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

Extra-Curricular Items and Activities are items and activities that enhance or broaden the schooling experience of students and are in addition to or outside of what the school provides for free in order to deliver the Curriculum.

3. To invite parents to contribute to the ongoing development of the school by making a tax-deductible donation to the School Building Fund.

Implementation:

- School Council will develop and approve all parent contributions in accordance with DET guidelines.
- Student learning, aspirations and wellbeing will be paramount when School Council determine parent contributions.
- All students have access to the core & elective curriculum programs.
- Curriculum contributions are kept to a minimum.
- School parent payment practices are well communicated, clear and transparent and their impact on student programs and families are reviewed by School Council.
- Information on payment options are available, accessible and easily understood to all parents so that they know what to expect and what supports they can access.

- Parents are provided with early notice of annual parent contributions (i.e. a minimum of six weeks' notice prior to the end of the previous school year).
- Parents and students experiencing hardship are treated with respect, dignity, sensitivity and without judgement and the identity and personal information of all parents and students are kept confidential in respect to parent payments.
- Parents are provided with reasonable notice of any other payment requests that arise during the school year – ensuring parents have a clear understanding of the full financial contribution being sought.
- Camperdown College can issue personalized reminder notices for Curriculum Contributions and Other Contributions no more than once per term.
- All parents are provided the name and contact details of a nominated parent payment contact person at the school who they can discuss payment arrangements with.
- Initial payment requests and letters to parents for student materials and services charges will be accompanied by the following information:
 - A description of each of the three parent payment categories
 - The materials and activities that parents are being asked to pay for
 - That parents are expected to provide Essential Student Learning Items for their children and have the option of purchasing these through the school or through a local supplier, where appropriate
 - The availability of alternative payment options and an invitation to contact the principal or nominate parent payment contact person, if the parent wishes to discuss the payments further
 - A copy or link to the parent Payment Policy and Frequently Asked Questions (FAQ).

<https://www2.education.vic.gov.au/pal/parent-payment/guidance>

Evaluation:

This policy will be reviewed by School Council annually.

Appendix:

This policy was last ratified by School Council on 18th May 2022.