



# Urquhart Park Primary School

## PARENT PAYMENT

### POLICY

#### **Rationale:**

- Urquhart Park Primary School is committed to providing the best possible educational opportunities for all students.
- Parent Contributions make it possible to maintain our high standard of education in quality facilities.
- The Education and Training Reform Act 2006, grants School Councils the power to charge fees for goods and services to support the delivery of free instruction and to raise funds.
- The Department of Education and Training have issued a 'Parent Payments in Victorian Government Schools Policy' which includes descriptions of what constitutes free education and which items Schools are able to request Parent Contributions.

#### **Aims:**

- To provide the students of Urquhart Park Primary School with a high standard of education, access to quality facilities and specialist programs.
- To allow School Council to establish a structure for School charges.
- To ensure compliance with the Education and Training Reform Act 2006, DET policy and guideline documents.

#### **Implementation:**

- School Council, will each year, determine the applicable amounts that parents/guardians of students attending Urquhart Park Primary School are requested to contribute towards Essential Student Learning Items, Optional Extras and Voluntary Financial Contributions.
- The School will comply with the DET policy and guidelines for Parent Payments in Victorian Government Schools 2008, and will undertake the implementation and administration of this policy in line with these guidelines.

#### **In particular, Urquhart Park Primary School will:**

- Ensure parent payments are set at levels not exceeding the cost of the materials and/or services being provided.
- Parent payments will only be set under the categories of Essential Student Learning Items, Optional Extras and Voluntary Financial Contributions.

- Parents/guardians will be provided with a notice of requested payments in Term 4 of the preceding school year.
- A range of payment options will be freely available and flexible arrangements may be requested in special circumstances.
- The CASES21 Finance package will be utilised at all times to accurately record all transactions, and provide reports/statements etc.
- Parent/guardian/student details will remain confidential and only used for legitimate purposes with the School.
- Communications with parents will primarily be via the Parent Contributions Brochure, Parent Newsletters and Family Statements, which are available to families on request.
- All students will be treated equally and have access to the standard curriculum.

### **Parental Assistance Schemes**

- **Camps, Sports and Excursions Fund (CSEF)**  
The Victorian Government has commenced the introduction of a 4 year program: the Camps, Sports and Excursions Fund (CSEF).

Eligible families will receive \$125.00 per primary student, paid into their family account at Urquhart Park Primary School.

Parents holding a means tested concession card, valid at the beginning of Term 2 and/or Term 3 of each year, may be eligible. Foster parents and Veterans Affairs card holders may also be eligible.

The CSEF Application Form and CSEF Parent Request Form are available on request from the office.

Completed forms, along with a copy of the Centrelink Card, should be submitted to the Urquhart Park Primary School office.

### **Schoolkids Bonus – no longer available**

- **Centrepay**

Centrepay is a free, voluntary service for Centrelink customers to pay expenses as regular deductions from their Centrelink payments. Deductions can be started, changed or cancelled at any time to suit the family's circumstances.

Families are able to make enquiries at the Urquhart Park Primary School office.

This policy was last ratified by School Council in ..... 2018
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