



# Ainslie Parklands Primary School

Respect - Responsibility - Resilience

## Parent Payment Guidelines for Victorian Government Schools

Please refer to the Department of Education website for the links regarding

Parent Payment - [Parent Payments: Policy | education.vic.gov.au](https://www.education.vic.gov.au/parent-payments-policy)

Last updated 4 December 2023

Also related policies related to Parent Payments please see:

Finance Manual – Financial Management for Schools – [Finance Manual – Financial Management for Schools: Policy | education.vic.gov.au](https://www.education.vic.gov.au/finance-manual-financial-management-for-schools-policy)

Last updated 30 October 2023

Financial Help for Families - [Financial Help for Families: Policy | education.vic.gov.au](https://www.education.vic.gov.au/financial-help-for-families-policy)

Last updated on 16 January 2023

These guidelines outline how schools must implement the Parent Payments policy. The guidelines are mandatory for Victorian government schools.

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW



### FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAL.
- Schools may invite parents to make a financial contribution to support the school.



### PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

#### Curriculum Contributions

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

#### Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

#### Extra-Curricular Items and Activities

Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



### FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



### SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.

After much consideration of the school's programs and the resources needed to support them, School Council has adopted its budget for 2024. In doing so, School Council has sought to balance the local community's capacity to contribute to these costs against the desire to ensure our children have access to the best possible materials and equipment.

In order to provide our quality education program at Ainslie Parklands Primary School we ask parents to consider payment for all school contributions for learning.

### **School funding consists of**

- Government Payments
- Parent Payments
- Fundraising

### **Stationery List – Curriculum Contributions**

- Full payment of \$65.00
- APPS orders in bulk for a significant saving.
- Option to purchase your own stationery. For itemised list - collect from the office. If you are purchasing your own stationery, please advise the office by the 4<sup>th</sup> of December.

### **Materials – Curriculum Contributions**

- Full payment of Materials \$205.00 for learning
- Needed for our high quality program and resources.
- These supplies are allocated for computer upgrades, project materials/classroom stationery, classroom text/online learning resources, library books, art supplies, music, PE and LOTE (Auslan).

### **School Contributions – Other Contributions**

- Full payment \$50 for our high quality programs and resources.
- These contributions are to assist the school in paying for School building and grounds maintenance and enhancement (ie. kitchen garden, frog bog & orchard space), first aid equipment, sport affiliation costs and wellbeing programs.

### **Excursion / Incursion – Extra-Curriculum Activities**

- Full payment \$110
- You may pay up front for the year for excursions/incursions or pay for excursions/incursions as they arise. (This does not include special programs such as inter-school sport, swimming and camps which are additional)

### **Financial Support for Families**

- **Camps, Sports, Excursions Fund (CSEF)**
  - Full amount paid from the Government \$150.00 per child to APPS for your child.
  - Is available for eligible families with Health Care/Pension Cards.
  - Your card must be valid on 29/1/24 or on 15/4/24.
  - Only to be used for Camps, Sports or Excursions.
  - Application form is attached.

*For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Andy or Simone in the office on 9870 1566.*

### **How to pay your contributions**

- Compass Pay is our most preferred method of payment.
- B-Pay is available using your unique family code. Please ask at the office if you don't have this.
- Eftpos/Cash – if paying in person at the office.
- Credit card using the attached slip to be deducted on the 29<sup>th</sup> or 30<sup>th</sup> January 2024.

### **When and where do I collect my child's Stationery?**

- Stationery will be delivered directly to your child's classroom in preparation for the first day. Parents do not need to come and collect them from school. Stationery is named and kept at school.

### **Students Return to School in 2024**

Day one of school for Foundation to Level 6 students – Tuesday 30<sup>th</sup> of January 2024