

ROXBURGH HOMESTEAD PRIMARY PARENT PAYMENT POLICY

PARENT PAYMENT CHARGES

Roxburgh Homestead Primary School Council will annually review parent payments requested to ensure they are in line with Department of Education & Training guidelines. Charges will be itemized, costed and categorized as Essential Student Learning, Optional Items or Voluntary Financial Contributions.

Parent contribution requests will be made in line with the principles of Educational value; Access, Equity and Inclusion; Affordability; Engagement and Support; Respect and Confidentiality; Transparency and Accountability.

Parent contributions will be requested to assist the school in providing an enhanced teaching and learning program for every student in line with the school priorities.

PAYMENT ARRANGEMENTS AND METHODS

Parents will be provided with early notification of annual payment requests (a minimum of 6 weeks prior to the commencement of the school year). Reasonable notice will be given for any other payment requests during the year (i.e. excursions).

Parents will be permitted to make payments in instalments, and be provided with several methods of making payment including, cash, cheque or eftpos. Parents are able to enter into confidential payment arrangements by contacting the Business Manager.

FAMILY SUPPORT OPTIONS

There are a number of support options available for parents including but not limited to;

- Second hand uniform if available
- Camps, Sports & Excursion Funding (CSEF) available to eligible parents
- State Schools Relief support available for uniforms/footwear (via the Principal Class Team)
- Local community supports

Information regarding support options is available from the general office and will be advertised periodically in the Newsletter and on the Website.

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 Business Manager to make payment arrangements or alternatively can contact the Principal Class Team for a confidential discussion and information regarding support options.

COMMUNICATION WITH FAMILIES

The Parent Payment Policy and Implementation will be published on the school website.

General enquiries regarding parent charges may be made to the office. Concerns should be directed in the first instance to the Business Manager.

MONITORING AND REVIEW OF THE IMPLEMENTATION OF THE POLICY

The School Council will conduct an annual review of the 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 community via notice on the schools website and report in the school's newsletter.

Date of approval by School Council

March 2017