



Chandler Park Primary School
Cochrane Avenue, KEYSBOROUGH 3173
Telephone: (03) 9798 2228

ABN 80 478 723 139
chandler.park.ps@education.vic.gov.au
www.chandlerparkpsvic.edu.au

CHANDLER PARK PRIMARY SCHOOL

Parent Payment Policy 2021

PARENT PAYMENT CHARGES

Chandler Park Primary School will annually review parent payment request to ensure that they are in line with Department of Education and Training guidelines. Charges will be clearly itemized, costed and categorized as Essential Student Learning Items, Optional Items or Voluntary Financial Contributions.

Student learning, aspirations and wellbeing are paramount to Chandler Park Primary School when we determine the Parent Payment charges.

Parent contributions assist Chandler Park Primary School to provide an enriched learning and teaching program for every student that is highly valued by the school community. Parent payment requests will be made in line with the principles of Education Values; Access, Equity and inclusion; affordability; Engagement and Support; Respect and Confidentiality; Transparency and Accountability.

PAYMENT ARRANGEMENTS AND METHODS

Parents and guardians will be provided with early notification of annual payment requests (a minimum of six weeks' notice prior to the end of the previous school year). Reasonable notice will be given for any other payment requests during the year (i.e. Camps and additional excursions or activities)

Costs will be kept to a minimum with payment requests/letters fair and reasonable. There are several methods of payment available including cash, Compass Pay, EFTPOS and BPay. Parents are able to enter into confidential payment arrangements by contacting the Business Manager (Corrine Humphrey) on 9798 2228 or humphrey.corrine.c@edumail.vic.gov.au.

FAMILY SUPPORT OPTIONS

The school appreciates that families may sometimes experience financial difficulties in meeting requests for payments and contributions. A range of support options are available to assist eligible parents, including the following

- Second hand uniform if available.
- CSEF (Camps, Sports and Excursion Fund) – available to eligible families
- State Schools Relief available for uniform/footwear
- Local Community Support (Wellbeing officer can provide further information)

If you require support, please contact Ainslie Waters (Welfare/Wellbeing Support) on 97982228 to arrange an appointment to discuss your needs.

CONSIDERATION OF HARDSHIP

Chandler Park Primary School makes every effort to keep the cost and number of items that need to be purchased to a minimum. If you are experiencing financial difficulties or hardship and may be unable to make full or part payment requests you are invited to contact the Business Manager (Corrine Humphrey) to discuss possible support options and flexible payment arrangements. Any information about your financial circumstances, payment arrangements or status will be kept strictly confidential.

COMMUNICATION WITH FAMILIES

- The School level Parent Payment Policy will be provided in the Student Start Pack annually and will be available on the School web site and upon request.
- General enquiries regarding Parent charges may be made to the school on 9798 2228, concerns should be directed in the first instance to the Business Manager.

MONITORING AND REVIEW OF THE IMPLEMENTATION OF THE POLICY

- The Parent Payment Policy will be reviewed annually by School Council and will be provided to families a minimum of 6 week prior to the end of the year. Any changes to the Policy implementation will be reported back to the community via notice on the school website and report in the schools newsletter.

Trevor McCrimmon

School Council President

Date of approval by School Council 20th October 2020

PARENT PAYMENTS POLICY

The following is a summary of the main principles of the Parent Payments Policy:



FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.



PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

Essential Student Learning Items

- Items and activities which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own.

Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.



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 obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.