

# PARENT CHARGES AND PAYMENT POLICY



Policy Title	<b>Parent Charges and Payment Policy</b>
Ratified at School Council	October 2015
Updated on	October 2015
Reviewed by	Finance subcommittee annually

Orbost Primary School endeavours to keep expenses that relate to families to a minimum. All requests for payment will be fair and reasonable and in keeping with the DET Policies. Orbost Primary School Charges relate to the DET Policy as follows:

## Essential Educational Items

**Payment is expected by the end of March – or as per an agreed payment plan**

Parents/Guardians are required to provide or pay the school to provide materials and services used by the students. This includes:-

- \* Student class materials
- \* Swimming
- \* Arts Council performances
- \* Excursion subsidy
- \* On Line Maths Program
- \* Life Education incursion
- \* Science incursion
- \* Art incursion

### **Policy Implementation**

Parents will be made aware of the costs associated with all payments by December of the previous year. You are invited to contact the principal if you wish to discuss payment options.

## Optional Extras

These items are offered on a user-pay basis and parents/guardians may choose whether the child accesses or participates.

Grades 3 – 6 camps  
Interschool sports  
End of Year excursions

### **Policy Implementation**

Optional extras are treated on a user pay basis.

In the case of a family having a pattern of unpaid optional extras, the school reserves the right to refuse a child access to optional extras unless payment is made up front.

## Voluntary Contributions

Parents/guardians are invited to donate to the school for school improvements for Library, School Grounds or New Equipment.

### **Policy Implementation**

Only one initial invitation for voluntary contributions.

### **Policy Implementation**

- All payments will be strictly confidential.
- Unpaid invoices for essential or optional items will be generated on a regular basis.

This Policy does not include payment for  
School Photographs, Social Service, Fundraising Activities, Book Club/Fair