

Fyans Park Primary School

2017 Parent Payment Policy

PARENT PAYMENT CHARGES

Parent Payment Charges are within three categories

- **Essential Student Learning Items** – are those items or services that are essential to support the course of instruction in the standard curriculum program that parents or carers are requested to pay the school to provide or may provide themselves, if appropriate; Student Booklist, Physical Education, Art/Craft, Science, LOTE.
- **Optional items** – in addition to the standard curriculum Fyans Park Primary School offers the following items/activities throughout the year on the user-pays system basis; Yearbook, Graduation, end of year celebrations
- **Voluntary Financial Contributions** – Fyans Park Primary School invites parents/carers to make a donation to the Library Fund, Building Fund and/or School Grounds Projects.

PAYMENT ARRANGEMENTS AND METHODS

Fyans Park Primary School offers a wide variety of payment arrangements and methods including:

Available payment methods at the general office:

- QKR app / B Pay / Credit Card / Eftpos / Cash

Payment Plans to suit individual families are welcome and can be arranged by contacting the Business Manager.

FAMILY SUPPORT OPTIONS

- Second hand and low cost options e.g. second hand uniforms are available at school
- *CSEF* - provides payments for eligible students to attend camps, sports and excursions. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply and a special consideration category also exists.
- *State Schools Relief* - may cover the cost of new school uniforms, shoes, books and more for disadvantaged students. State Schools Relief only responds to requests from school principals, assistant principals or welfare coordinators. Parents or Carers who require assistance need to make an appointment with the school to discuss their situation.

CONSIDERATION OF HARDSHIP

Fyans Park Primary School will provide support to parents and students experiencing hardship, including

- parents can communicate with by phone, email or in person about their financial situation and related difficulties in making payments with the Business Manager.

- Information will be included in enrolment packs and newsletters regarding assistance for parents experiencing hardship, eg. CSEF & State Schools Relief.
- Fyans Park Primary School will be proactive with strategies to engage with parents disconnected from the school who may be experiencing hardship, such as discreetly approaching families who may need support and special payment arrangements.
- Unallocated CSEF will be used to support students experiencing hardship for optional camps and excursions.

COMMUNICATION WITH FAMILIES

- This policy and the school's implementation will be communicated with the school community on the school website.
- Written communication via newsletters, camps/excursions and the school website will inform parents to raise any issues, make general inquiries about charges and to contact the Business Manager or Principal with any concerns.

MONITORING AND REVIEW OF THE IMPLEMENTATION OF THE POLICY

Fyans Park Primary School Council is responsible for monitoring the implementation of the policy; identify the factors/measures to be taken into account, such as transparency of processes and engagement with parents. The Resources Committee of School Council will monitor Payment of Parent Charges and report the percentage received in the Financial Summary of the Annual Report. This policy will be reviewed by School council on an annual basis.