



MALLACOOTA P-12 COLLEGE

25 Bucknall Street,
Mallacoota, 3892, Victoria,
Locked Bag 1001
Telephone: (03) 5158 0254
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Mallacoota P-12 College Parent Payment Policy 2016

School Councils are able to request payments or contributions for education items and services from parents and guardians for students in Victorian government schools in the three categories – essential education items, optional extras and voluntary financial contributions.

Mallacoota P-12 College has spent considerable time selecting the most appropriate requisites to meet the needs of our children. Individual stationery packs are provided to the classroom for distribution to primary students at the beginning of the new school year. Secondary book packs contain high quality materials at a competitive price and are available at our annual book day held in January.

Parents and guardians also have the option of purchasing equivalent materials from other sources. If parents and guardians choose to provide equivalent materials, this should be done in consultation with the school, as items should meet the specifications provided by the school. There may also be certain items that due to their nature may only be provided by the school.

No student will be treated differently, denied access or refused instruction to the standard curriculum program for not making a payment or voluntary contribution.

Parent Payment Categories

Essential Education Items are those items or services that are essential to support the course of instruction in the standard curriculum program that parents and guardians are responsible for and may choose to either provide or pay the school to provide.

These items include:

- materials that the student takes possession of, including text books and student stationery;
- materials for learning and teaching where the student consumes or takes possession of the finished articles (e.g. home economics, ceramics, photography, catering);
- school uniform;
- essential services associated with, but not considered to be part of, instruction in the standard curriculum program, such as transport and entrance for camps and excursions which all students are expected to attend.

Optional Extras are those that are provided in addition to the standard curriculum program, and which are offered to all students. These optional extras are provided on a user-pays basis and if parents and guardians choose to access them for students, they will be required to pay for them.

These items include:

- instructional support material, resources and administration beyond the provision of the standard curriculum program eg. student computer printing for personal use, internet access for recreational or non-school use;
- extra-curricular programs or activities e.g.. instrumental music, sporting facilities entry;
- school-based performances, productions and events;
- travel in school car or bus; access to sporting facilities for curriculum activities
- use of extra-curricular equipment such as canoes, packs;

Voluntary Financial Contributions are for those items and services that parents and guardians are invited to make a donation towards, for example for grounds maintenance, a library or building trust. Mallacoota P-12 College does not actively seek voluntary donations from families.



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Extra Financial Assistance

School Kids Bonus

Some families may be eligible to receive the Schoolkids Bonus, a payment which is made through the Department of Human Services. Whilst this payment is designed to assist families with the costs of education, it is not administered or supplied through the Department of Education and Training or Mallacoota P12 College.

Enquiries regarding the payment of the Schoolkids Bonus can be made through Centrelink or the Department of Human Services.

Camps, Sports and Excursions Funding (CSEF)

Parents who hold a current Health Care Card on the eligibility dates can apply for this funding by completing an application form available from the office and supplying their Health Care Card for copying. This payment totals \$125 per year for each primary student and \$225 per year for each secondary student and is paid directly to the school. Parents can nominate what items this funding is spent on (only to be used for camps, excursions or sports activities) and any unspent portion will transfer to the following year.

Payment arrangements

Parents and guardians will be provided with early notice of payment requests for Essential Education Items, Optional Extras and Voluntary Financial Contributions.

To further assist parents with payments, payment options have been developed and can be made via cash or cheque at the General Office or EFT through their bank (details are below):

Option A	Full amount in Term 1
Option B	Payment at the beginning of each Term
Option C	Half yearly payment (beginning of Terms 1 & 3)
Option D	Other payment arrangements

School Bank Details

BSB: 063-501

Account No: 00900131

Account Name: Mallacoota P-12 College Council Official Account

If making payments via this method, please include your students surname and '15fees' in the reference so that we can reconcile it (i.e Reference: 'Brown15fees')

Alternative payment options are available through the school with parents encouraged to make an appointment with the school to discuss circumstances and available options. Payment requests or letters to parents will be itemised and the category each item falls under will be clearly identified as an Essential Education Item, Optional Extra or Voluntary Financial Contribution. Receipts will be issued to parents immediately upon making payment. Reminders for unpaid Essential Education Items or Optional Items will be generated and distributed on a regular basis to parents, but not more than once a semester.

All records of payments or contributions and any outstanding payments by parents and guardians are kept confidential.

Endorsed at College Council:

School Council President:

Cate Tregellas

(to be reviewed annually)