

	<h1 style="margin: 0;">St Andrews Primary School</h1> <h2 style="margin: 0;">No: 0128</h2>	<p>St Andrews Primary School Caledonia Street St Andrews, 3761 Ph. (03) 9710.1255 Fax (03) 9710.1827 www.standrewsps.vic.gov.au</p>
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Parent Payment Policy

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 education items and voluntary financial contributions.

St Andrews Primary School has spent considerable time selecting the most appropriate requisites to meet the needs of our children. The book packs contain high quality materials at a competitive price due to our ability to bulk order.

Parent Payment Categories

Essential education items / requirements 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 / services may include:

- materials that the student takes possession of, including text books and student stationery;
- supporting the provision of staff for specialist programs such as PE and music
- materials for learning and teaching where the student consumes or takes possession of the finished articles, such as art, cooking and gardening
- costs associated with photocopying; rental of copier, paper
- costs associated with camps and excursions which all students are expected to attend.

Optional education items (or non-essential materials and services) 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-pay basis. The principal will work with families who may be having financial issues to ensure full participation for all students.

These items include:

- extra-curricular programs or activities e.g. instrumental music
- school-based performances, productions and events such as Mothers Day, Fathers Day, celebration days
- class photographs.

Voluntary financial contributions are for those items and services that parents and guardians are **invited** to make a donation to the school; for example, grounds maintenance, library stock, additional ICT support and equipment. **Voluntary contributions are tax deductible.**

Other support options

The school appreciates that families may sometimes experience financial difficulties in meeting requests for payments and contributions. Payment plans may be entered into with the school. Please contact the Principal or the Business Manager Michelle.

This policy will be reviewed at annually.

THIS POLICY REQUIRES SCHOOL COUNCIL APPROVAL	
Date Presented to School Council for Approval	13/02/2020