

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.

This policy ensures that:

- costs are kept to a minimum
- payment requests are clearly itemised under the three parent payment categories
- items that students consume or take possession of are accurately costed
- no student will be treated differently, denied access or refused instruction to the standard curriculum program for not making a payment or voluntary contribution
- access to enrolment or advancement to the next year level will not be withheld as a condition of payment for any of the three categories.

Mt Beauty Secondary College spends considerable time selecting the most appropriate items and services to meet the needs of our students.

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.

PARENT PAYMENT CHARGES

Essential education items are those items or services that are essential to support the course of instruction in the standard curriculum program. Parents or guardians are requested to pay the school to provide these items, or they may provide themselves if appropriate.

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. food technology, media, textiles)
- school uniform
- VET student materials fees (see note below)
- transport and entrance for camps and excursions which all students are expected to attend.

Optional education items (or non-essential items and services) are those items and services 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 or guardians choose to access them for students, they will be required to pay for them.

These items include:

- student computer printing for personal use
- extra-curricular programs or activities e.g. instrumental music, dance classes
- school-based performances, productions and events
- school magazines, class photographs.

Voluntary financial contributions are for those items and services that parents or guardians are invited to make a donation to the school, for example for grounds maintenance, a library or building trust.

Vocational Education & Training (VET) Fees

While the school covers tuition fees levied for VET studies with a TAFE institution which are an approved component of their college studies, students are responsible for any student materials fees incurred or charged as part of the course.



Parent Payment Policy

PAYMENT ARRANGEMENTS AND METHODS

Parents/guardians should contact the School's Business Manager on (03) 5754 4005 if they wish to make special arrangements to pay the above contributions, otherwise payment in full is requested by the end of Term 1. Payment can be made via cash, cheque, credit/debit card or electronic funds transfer.

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.

- CSEF
- State Schools Relief
- Local community supports

Second-hand book and uniform shop

In addition to the above support services, the school has a selection of second-hand uniforms available for purchase for a nominal fee, as well as facilitating the sale and purchase of second-hand books through the school office.

CONSIDERATION OF HARDSHIP

Families experiencing financial hardship can contact the school's Student Safety & Wellbeing Co-ordinator to discuss their situation and request assistance. Each circumstance will be considered separately for assistance.

COMMUNICATION WITH FAMILIES

This policy will be available on the school's website. The location of the policy will be communicated to all families in each year level's handbook, and in the school newsletter at the beginning of each term.

Parents wishing to raise any issues or make general enquiries about charges can do so at information sessions which occur at the school throughout the year, or by contacting the Principal or Business Manager.

MONITORING AND REVIEW OF THE IMPLEMENTATION OF THE POLICY

The school council will regularly monitor the implementation of the policy. Fees charged under the policy will be reviewed annually, and the policy will be reviewed every 3 years. All fee changes and policy changes will be communicated to the school community a minimum of 2 months prior to implementation.

Approved by School Council on 24 / 10 / 18.

Nicholas Cook
President

Simone Roy-Chowdhury
Principal