

ULTIMA PRIMARY SCHOOL

PO Box 76, Ultima, 3544.

Telephone: (03) 5039 6101

Email: ultima.ps@edumail.vic.gov.au



Parent Payment Policy

Parent Payment Charges

- Parents may be asked to pay for items, activities and charges in the three parent payment categories; 1. Essential Student Learning Items. 2. Optional items. 3. Voluntary Financial Contributions.

- Essential Student Learning Items are items that the school deems essential to student learning of the standard curriculum. Where practical and appropriate, parents may choose to purchase items through the school or provide their own.

These may also be either:

Items the student takes temporary or permanent possession of and activities associated with instruction that all students are expected to attend: For examples refer to Understanding Parent Payment Categories sheet - What may parents be asked to pay for?

- Optional items are items, activities or services that are optional and are offered in addition to the standard curriculum. Students may access these on a user-pays basis. These may be either: Items the student purchases or hires or Activities the student purchases: For examples refer to Understanding Parent Payment Categories sheet - What may parents be asked to pay for?
- Voluntary Financial Contributions: For examples refer to Understanding Parent Payment Categories sheet - What may parents be asked to pay for?

Overview

Ultima Primary will aim to minimize requests for parent payments through its fundraising and access to external finances such as grants and donations. We will aim to have any costs affordable to all parents of the school. A decision will be made by School Council at least six weeks prior to the end of the school year as to whether school fees will be imposed for the following year, and if so, how much the fees will be, recognizing a desire to minimize any parent payments.

Parent payments may be required to enable the school students to participate in special programs such as Arts Council days and excursions. Ultima will proactively seek external funding to cover these costs where possible.

PAYMENT ARRANGEMENTS AND METHODS

Ultima Primary recognizes that there may be occasions when families experience financial difficulties and may be unable to meet the full or part payment requests. The Principal and School Council will exercise sensitivity to the differing financial circumstances of students and their families when considering parent payment fees. The Principal will be the contact between school and family regarding parent payment matters.

The principal will ensure that:

- When requests for parent payments are made the cost is kept to a minimum and is affordable to parents at the school.
- items students consume or take possession of are accurately costed
- payment requests are broadly itemised within the appropriate category
- parents are advised that they have the option of purchasing equivalent Essential Student Learning Items themselves, in consultation with the school
- information on payment options is available, accessible and easily understood to all parents so that they know what to expect and what supports they can access
- parents are provided with early notice of annual payment requests for school fees (i.e. a minimum of six weeks' notice prior to the end of the previous school year). This enables parents to save and budget accordingly.
- parents are provided with reasonable notice of any other payment requests that arise during the school year-ensuring parents have a clear understanding of the full financial contribution being sought