

## **South Oakleigh College Parent Payment Policy 2008**

The College is committed to providing the broadest possible educational opportunities for all students. Most funding for the College comes from Government but the College Council believes that the amount allocated is insufficient for us to provide the type of education expected by the College community and required in today's complex world. Thus we seek parent support with regard to the payment of the Parent Supported Materials and Services charges. It should be emphasized that these are used during the school year for the direct and immediate benefit of each student. South Oakleigh College will request payments from Parents within the following three categories.

**1. ESSENTIAL EDUCATION ITEMS.**

**Parent Supported Materials & Services Payment required from all students.**

This amount is for the bulk purchase of materials and services including art, technology, computer and library materials, sets of books, school diary, student identification card, use of locker, transport and entry to school sport and carnivals.

**2. OPTIONAL EXTRAS. These are based on Individual Choice. There are always some no cost alternatives available. Participation in these programs is only upon payment of the required charge.** These include Camps and Excursions for Specific Classes, Instrumental Music, Hire of Musical Equipment, Food Technology, some Art and Technology electives, optional competitions and the school magazine.

**3. VOLUNTARY CONTRIBUTIONS. These contributions allow the College to renew resources.** This money is used to purchase resources and renew equipment at the College to ensure the best possible learning outcomes.

### **Education Maintenance Allowance**

The school will advise parents and guardians in receipt of the EMA allowance that they have the option of authorising the school to direct part of the school's portion of the family's EMA towards particular items. Families will not be pressured to sign over their portion of the EMA cheque. Families may request that certain optional extras such as instrumental music lessons, camps, and the cost of electives be deducted from their portion of the EMA

Any portion of the EMA not expended by the end of the year will be returned to the parent/guardian unless there is an agreement by the parent/guardian that this money can be carried over into the next year.

### **Procedures**

Notice for Payment will be mailed out to College families late in October/early November each year. There will be a minimum of 6 weeks notice given to parents. Details of how payments or contributions will be spent will accompany the request for payment.

Statements for Essential Items and Optional Extras will be issued not more than once a month and no student will be disadvantaged as a result of an inability to pay. EMA recipients will not be forwarded any monthly statement until all EMA cheques have been issued by DEECD and forwarded to the parent. Non-payment details will remain confidential at all times.

South Oakleigh College will not withhold access to enrolment or advancement to the next year level as a condition of payment.

Alternative payment options will be available if parents are experiencing difficulty with payments. These arrangements can be negotiated with the Principal or Business Manager.

A copy of this Policy will be provided with the statement of charges and to any parent upon request.