

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW



FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the **standard curriculum** requirements in Victorian Curriculum F-10, VCE and VCAL.
- Schools may invite parents to make a financial contribution to support the school.



PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

Curriculum Contributions	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.



Dear Parent/Guardian

Tyabb Railway Station Primary School is looking forward to another great year of teaching and learning and would like to advise you of Tyabb Railway Station Primary School's parent payment arrangements for 2024.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support, whether its through fundraising or volunteering your time. This makes a huge difference to our school and the programs we can offer.

For further information on the Department's Parent Payments Policy please see one page overview.

Tyabb Railway Station Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all families.

Financial Support for Families

Tyabb Railway Station Primary School understands some families may experience financial difficulty and offers a range of support options, including:

- Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief – uniform relief
- Parent payment plans

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Mandy Storen

Ph: 03 5977 4324

Business Manager

Email: tyabb.railway.station.ps@education.vic.gov.au

Payment Methods

Payments are made **via the compass portal**. Alternately, you may like to set up a regular direct debit from your bank account to the school using Bpay details. Please contact the office if you require further information for direct Bpay payments.

Please contact Mandy at the office to discuss options that best suit your family.

For further information on the Department's Parent Payment Policy please see a one page overview

attached or go to <https://www2.education.vic.gov.au/pal/parent-payment/policy> and click on the Resources tab.

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.