

# Voluntary Contributions Policy



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## Rationale:

The quality and variety of educational programs offered by our school are enhanced if government funds are supplemented by voluntary donations from parents.

## Aim:

To provide high quality learning opportunities that caters for the needs of all students.

## Implementation:

- Consistent with the Education & Training Reform Act 2006, our School Council supplements Department of Education funds by seeking voluntary financial contributions from parents and guardians.
- School Council will make clear distinctions between voluntary contributions and those materials and services which parents are required to pay, so that parents are not confused regarding the voluntary nature of the contributions.
- School Council requests for voluntary contributions will be kept to a reasonable level and within expectations of the school community.
- School Council will provide all parents with information detailing the purposes for which voluntary contributions are being collected.
- School Council will request voluntary financial contributions in February of each year as part of its parent payment schedule, and a reminder will be sent to parents in July of the same year if contributions have not be forthcoming. No other reminders or contact will be made with parents regarding voluntary financial contributions.
- As with all parent payments to the school, School Council will provide opportunities for all parents wishing to make voluntary contributions but are experiencing financial difficulties to enter into alternative and confidential payment arrangements with the principal.
- Unpaid voluntary financial contributions do not constitute outstanding debts. No collectors of any type, including debt collectors, will be used to obtain funds from parents or students.
- The school's proportion of each eligible parent's Education Maintenance Allowance will not be used for the payment of voluntary contributions.
- Voluntary contributions are not compulsory, and students whose parents have not paid voluntary contributions will not be treated differently from those who have donated. Similarly, the public identification of students or their parents who have paid or not paid voluntary contributions will not occur.
- Parents that make voluntary contributions will receive letters of appreciation from the principal.
- The principal will ensure that all staff are aware of this policy and adhere to it.

## Evaluation:

This policy will be reviewed as part of the school's three-year review cycle. School Council will review the level and purpose of voluntary financial contributions annually and in doing so will be consistent with any advice or instruction received from Department of Education.