Rationale:
- Parent funded materials and services add significantly to the school’s ability to provide a diverse and high quality curriculum.

Aims:
- To provide a diverse range of high quality learning opportunities for all students.

Implementation:
- School council supplements Department of Education and Training funding with levies for school materials and services, and direct payment for specific enrichment programs, excursions, incursions and camps.
- Direct payment for specific enrichment programs, excursions, incursions and camps is to be made before the event.
- Early in term 4 of each year, the Finance committee, after consulting with relevant staff members, will make recommendations to school council regarding proposed levies for the following year.
- School council will only consider levies consistent with Exec Memo No 2003/043: ‘School Material Charges and Voluntary Contributions’.
- Levy amounts charged will be decided by school council, and communicated to parents during December of each year.
- Generally, levy payments may be charged as material contributions (eg: class sets of texts, consumable items such as student stationery), and as a service levy (eg: costs for specialist programs). Any charge must not exceed the cost of providing those materials or services to students.
- Students must not be denied access to a program due to their inability to contribute to the relevant levy. However unless that levy is paid the student may not be provided with the higher cost materials or services relating to that program.
- The provision of student reports cannot be conditional upon the payment of a levy charge or voluntary contribution.
- Items made by students during subjects for which the parents have contributed financially become the property of the student.
- Where a parent pays a levy for a specific purpose, the school may not use the funds for any other purpose without the consent of parents.
- The school portion of each eligible parent’s Education Maintenance Allowance can be used to pay for levies and services that parents are normally expected to pay.
- As with all parent payments to the school, school council will provide opportunities for all parents experiencing financial difficulties to enter into alternative and confidential payment arrangements with the principal to pay school charges and levies.
- In addition to school charges and levies, school council may also seek voluntary contributions.

Evaluation:
- This policy will be reviewed as part of the school’s four-year review cycle. School council will review the level and purpose of school levies annually.

This policy was last ratified by school council in October 2006

Reference:
Exec Memo No 2003/043: School Material Charges and Voluntary Contributions