



**Alkira**  
Secondary College

*Personalised learning for all. Respect for the individual learner.*

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## PARENTS PAYMENTS POLICY

### Rationale

The quality and variety of educational programs offered by Casey Central Sec College are enhanced if departmental funds are supplemented by PFM&S (Parent Funded Materials & Services), fundraising and grants

### Aim

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

### Implementation

- Alkira Secondary College Council (Council) requires to supplement DET funds by seeking payment of PFM&S from parents and guardians.
- Council will make clear distinctions between voluntary contributions and those materials and services which parents/guardians are required to pay, so that parents/guardians are not confused regarding the voluntary nature of the contributions
- Council requests payment from parents in the following categories:
  - Essential educational items which parents/guardians are required to provide for their child e.g. stationery, text books and College uniforms.
  - Optional extras which parents/guardians may choose whether their child accesses or participates in e.g.: extra-curricular programs or activities
  - Voluntary financial contributions which parents/guardians may donate to the College e.g. building & grounds development fund and/or technology fund
- Alkira Secondary College will not publicly identify students or their parents/guardians where voluntary contributions have or have not been paid.
- Council requests for PFM&S will be kept to a reasonable level and within expectations of the College community.
- Council will provide all parents/guardians with information detailing the purposes for which PFM&S are being collected.
- Council will provide opportunities for all parents/guardians experiencing financial difficulties to enter into alternative and confidential payment arrangements with the Principal.
- The Camps, Sport & Excursion Fund cannot be used for the payment of PFM&S.
- Council will have a Parents & Friends Association sub-committee with one of responsibilities being the conducting of fund-raising activities, and a Finance Sub-Committee which will have responsibilities including providing advice and recommendations to Council in relation to voluntary contributions, sponsorships and donations.

- All fund-raising events must have appropriate internal control mechanisms, and must have a specific purpose so that contributors understand the purpose of the activity.
- Council has the potential to hire college facilities to outside bodies when the facilities are not required for College purposes and also have the responsibility to establish the terms and conditions of use.
- Any fund raising directly related to the leasing of promotional space on fences, buildings or land is subject to approval from the Manager, Property Unit prior to entering into any agreements.

- Appropriate sponsorships and grant applications will be sought from government bodies, industry and commerce so long as they benefit Alkira Secondary College, have educational value, and do not involve associations with undesirable products, services or companies such as alcohol or tobacco products.
- Any fund raising involving raffles or bingo must be undertaken with the permission and under the instructions of the Raffles & Bingo Permits Board.
- All fund raising activities will be identified as such, and will only involve voluntary participation.
- All transactions related to fund raising activities will be reported to Council

**Evaluation:**

This policy will be reviewed as part of the College's three-year review cycle. The level and purpose of PFM&S will be reviewed by School Council annually.

This policy was last ratified by School Council in **June 2016**