



## Parent Payment Policy 2024

Dear parent/guardian,

Jacana School for Autism is looking forward to another great year of teaching and learning and would like to advise you of Jacana School for Autism's voluntary financial contributions 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 that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to

- Wider offering of subjects and special curriculum experiences.
- Enhanced digital learning opportunities.
- Access to whole school events.
- Increase access to communication tools.
- Improve the playground and climbing room.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read "Corinne Pupillo", written over a horizontal line.

Principal | Corinne Pupillo

A handwritten signature in black ink, appearing to read "Lisa Sette", written over a horizontal line.

School Council President | Lisa Sette

**Respect | Inclusion | Empathy**

19 – 39 Landy Road, Jacana, VIC 3047 T: 03 9309 6258 E: jacana.school@education.vic.gov.au ABN: 78158235803

[www.jacanaschoolforautism.vic.edu.au](http://www.jacanaschoolforautism.vic.edu.au)



## **Rationale**

### **Parent payment categories**

Jacana School for Autism may request parents make voluntary financial contributions and payments to the school under the following categories.

#### Curriculum Contributions

Curriculum Contributions are voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum. Schools must be able to justify why an item or activity has been categorised as necessary to the school's delivery of the Curriculum.

#### Other Contributions

Other Contributions are voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives. They can be requested for a broad area of school need or itemised for a clearly explained specific purpose.

#### Extra-Curricular Items and Activities

Extra-Curricular Items and Activities are items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free in order to deliver the Curriculum. Extra-Curricular Items and Activities are provided on a user-pays basis. They include optional excursions and camps, optional sporting or music programs, and materials that don't relate to the Curriculum such as school magazines.

#### Purchase of educational items for students to own

School councils may also invite parents to supply or purchase educational items to use and to own. If a parent does not provide or purchase their own educational items, the school must ensure the student has free access to what is needed at school to access the school's delivery of the Curriculum.

### **Financial help for families**

Jacana School for Autism will have a commitment and responsibility to be responsive to parents who may be experiencing either short-term or long-term financial hardship.

Jacana School for Autism will:

- ensure costs to parents are kept to a minimum and made affordable for families
- consider the Financial Help for Families Policy and make arrangements for families who are experiencing financial hardship and unable to make payments for their child
- nominate a parent payment contact person(s) to support families with parent payment arrangements.

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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper etc. (\$7.00)</li> <li>• Stephanie Alexander Kitchen Garden Program               <ul style="list-style-type: none"> <li>◦ food ingredients such as flour, butter etc. (\$15.00)</li> <li>◦ garden tools &amp; plants (\$15.00)</li> </ul> </li> <li>• Mathematics – shared class sets of numeracy resources (\$6.00)</li> <li>• Sports – equipment (\$6.00)</li> <li>• Sensory items including; playdough, shaving cream, therapy tubes, textured cushions (\$12.00)</li> </ul>	\$61.00
Classroom digital online Subscriptions & software & licences	\$30.00
Classroom ICT Devices – provision of devices from the shared classroom sets	\$75.00
Student Planner Communication Book	\$13.00
Classroom communication tools – Aided Language Displays & assistive technology devices	\$10.00
Classroom printing, laminating and photocopying of worksheets and learning materials	\$6.00
Classroom whole school events which include 2024 school excursions/incursions and school activities including: <ul style="list-style-type: none"> <li>• Cultural calendar days</li> <li>• School production</li> <li>• House Group celebration day</li> </ul>	\$80.00
<b>Total Curriculum Contributions Amount</b>	<b>\$275.00</b>

### Other Contributions

Other Contributions - for non-curriculum items and activities	Amount
Building and grounds maintenance donation	\$25.00
Playground improvement donation	\$25.00
<b>Total Other Contributions Amount</b>	<b>\$50.00</b>

### Extra-Curricular Items and Activities

Jacana School for Autism offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides in order to deliver the Curriculum. These are provided on a user-pays basis.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Other optional camps to be scheduled and advised in 2024	TBA 2024	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>



## Support for Families

Jacana School for Autism understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- State Schools Relief for eligible families

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

Finance Manager: Shirley Wain

Ph: 03 9309 6258 | Email: [shirley.wain@education.vic.gov.au](mailto:shirley.wain@education.vic.gov.au)

Total

Category

## Payment methods

Jacana School for Autism has transitioned to a cashless school. The preferred payment methods are;

-  QKR
- EFTPOS (debit/credit card)

## Refunds

Parent/carer 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.

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## PARENT PAYMENTS POLICY 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

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

#### Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

#### Extra-Curricular Items and Activities

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.

