

Montmorency Secondary College

VOLUNTARY CONTRIBUTIONS POLICY

Rationale:

- The quality and variety of educational programs offered by Montmorency Secondary College are enhanced if DEECD funds are supplemented by voluntary contributions.

Aims:

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

Implementation:

- Consistent with the Education & Training Reform Act 2006, School Council supplements DEECD 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 the 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 early each year as part of its parent payment schedule, and a reminder will be sent to parents early in semester two of the same year if contributions have not be forthcoming. No other reminders or contact will be made with parents regarding voluntary financial contributions.
- 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.
- Parents who receive Education Maintenance Allowance (E.M.A) are able to 'sign over' their E.M.A. funds to the school to pay outstanding parent payments or to contribute to voluntary contributions if they wish.
- 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.
- 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 Business Manager when making voluntary contributions.
- Parents that make voluntary contributions will receive general recognition via a school newsletter with information about how much was raised and what the money was used for.
- 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 contributions annually.

This policy was last ratified by School Council in....

May 2013