

## Voluntary Financial Contribution

The school is resourced by the State Government through grant funding to provide a core educational service to students. Voluntary financial contributions are used by the school to provide an enhanced educational service and to enhance resources available for student learning, recreation and comfort.

**Yes** I wish to make a voluntary financial contribution to the school in \_\_\_\_\_(Year). I have read and understand the Operating Statement (see reverse) for the contribution and understand that this contribution is voluntary, and that the funds are to be used to enhance the instruction, administration and facilities of the school.

## Privacy Statement

The Department of Education and Training through the school is collecting your personal information in accordance with section 56 of the *Education (General Provisions) Act 2006* in order to administer the voluntary contributions in an efficient, ethical and secure manner. The information will only be accessed by school employees conducting the voluntary contributions. Your information will not be given to any other person or agency unless you have given permission or the Department of Education and Training is authorised or required by law to make the disclosure.

Student Given Name	Family Name	Yr Level	Voluntary Contribution
1.			\$
2.			\$
3.			\$
4.			\$
5.			\$
<b>Total</b>			\$

## Parent/Carer Details (please print)

<b>Given Names:</b>			
<b>Family Name:</b>			
<b>Address:</b>			
<b>Contact Numbers:</b>	<b>Home:</b>	<b>Work:</b>	<b>Fax:</b>
	<b>Mobile:</b>	<b>Email:</b>	
<b>Parent/Carer Signature:</b>		<b>Date:</b>	

## Payment Arrangement

**Now:** I wish to make a single payment of the total amount above.

**Instalments:** I wish to make instalment payments of the total amount above in the following manner: \_\_\_\_\_

## Payment Method

I wish to make payment by:

**Centrelink Deduction** \*\*  **EFT (Electronic Funds Transfer)** \*  **EFTPOS (Credit/Debit Card)**  **Cheque**  **Cash**

\* Payment by EFT can be made to the school bank account BSB: \_\_\_\_\_ - \_\_\_\_\_ Account Number: \_\_\_\_\_  
To ensure correct identification of the payment, please ensure that the **payment reference** clearly includes the **STUDENT NUMBER, along with the characters VFC, e.g. 001461VFC**

\*\* Payment by Centrelink deduction can be arranged through the school administration.

For payment by Credit/Debit Card, I hereby authorise the school to debit my:													
<input type="checkbox"/> <b>MasterCard</b> <input type="checkbox"/> <b>Visa</b> <input type="checkbox"/> <b>American Express</b> (where accepted) <input type="checkbox"/> <b>Other</b> (please specify) _____													
<b>Card Number:</b>											<b>Expiry Date:</b>		
For <input type="checkbox"/> an amount of \$_____ (total amount above), or <input type="checkbox"/> \$_____ during the first two weeks of the first three terms (equal instalment payments), or <input type="checkbox"/> in accordance with the Payment Arrangement completed above.													
<b>Name of cardholder as it appears on the card:</b>						<b>Signature of cardholder:</b>							

## Operating Statement

- The costs of providing instruction, administration and facilities for the education of students at the school are met by the State Government for students enrolled at the school who are Australian citizens or permanent residents, or the children of Australian citizens or permanent residents.
- The school is resourced by the State Government through school grants to provide a core educational service.
- Section 56 of the *Education (General Provisions) Act 2006* provides that the Principal may ask the parents of a student of the school to make a voluntary financial contribution to supplement government funding for instruction, administration and facilities for the education of the student at the school. If the student is an adult, the principal may ask the student to make a voluntary financial contribution.
- Voluntary financial contributions are used by the school to provide an enhanced educational service and to enhance resources available for student learning, recreation and comfort.
- A voluntary financial contribution is not a fee and is separate from any fee charged by the school. Debt recovery action will not be undertaken by the school for non-payment of all or part of a request for a voluntary financial contribution.
- While the request to parents may indicate a nominated amount, the financial contribution to the school is voluntary, and there is no obligation on a parent to make all or part or more of the contribution.
- To enable an informed decision to be made by the parent, the request for a voluntary contribution should indicate how the funds will be used by the school.
- The school and the parents share decision-making and responsibility for the operation of the voluntary financial contribution funds. The amount of the requested contribution and the operation of the voluntary contributions are supported by the Parents and Citizens' Association annually.
- The voluntary financial contribution funds may be managed by the school or the Parents and Citizens' Association, but not by a third party.
- The voluntary financial contribution is not a deterrent for a student enrolling at the school or undertaking a particular subject.
- Where a parent decides not to make a voluntary financial contribution, instruction, administration and facilities for the education of the student at the school will continue to be provided by the school, and the student will suffer no educational detriment by way of school action as a result of the decision.

## Contribution Options

- Should you wish to make a voluntary financial contribution, please complete the Voluntary Financial Contribution form and return it to the school along with your payment.
- The voluntary financial contribution may be paid to the school by Centrelink deduction arranged through the school, by direct deposit (EFT) to the bank account, EFTPOS (credit/debit card as indicated on this form) in person or over the phone, cheque, or cash,
- For payment made by direct deposit (EFT) to the bank account indicated on the front of the form, please ensure that the payment reference includes the reference as indicated on the front of this form. The acknowledgement from your financial institution of the successful electronic transfer of funds should be printed and retained as your record of payment.
- For payments made in person by EFTPOS, cheque or cash, a receipt will be provided to the payer. Where payment is made by other methods, a receipt will be provided on request.
- If you do not wish to make a voluntary financial contribution, no further action is required.