



Please indicate your choices below and return the completed form to the school.

Voluntary Contribution Scheme

☐ **Yes** I wish to make a voluntary financial contribution of **\$100 per student** to the school in 2024. I have read and understand the Terms and Conditions for the scheme and understand that this contribution is voluntary, and that the funds are used to enhance the instruction, administration and facilities of the school.

☐ **No** I do not wish to make a voluntary financial contribution to the school in 2024. I have read and understand the Terms and Conditions for the scheme and understand that this contribution is voluntary, and that the funds are used to enhance the instruction, administration and facilities of the school.

Payment Schedule

☐ **Now:** I wish to make full payment now as a single payment of the total amount below.

☐ **Instalments:** I wish to make instalment payments of the total amount below in the following manner
EFT/Cash/Chq Only \$ _____ per semester / \$ _____ per term

Student Given Name	Family Name	Class	Voluntary Contribution
1.			\$
2.			\$
3.			\$
4.			\$
Total			\$

Parent/Carer Details (please print)

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

Method of Payment

I wish to make payment by: ☐ Cash ☐ Cheque ☐ Credit/Debit Card ☐ EFT (Electronic Funds Transfer) *

* Payment by EFT can be made to the school bank account BSB: 064 – 149 Account Number: 10049137.

To ensure correct identification of the payment, please include in the payment reference **VC - Surname**

For payment by Credit/Debit Card, I hereby authorise the school to debit my:

☐ MasterCard ☐ Visa **FULL AMOUNT ONLY** \$ _____

(THIS OPTION IS FOR FULL PAYMENT ONLY) as credit card details are not kept on site as per South East Region finance directive. Credit card details are destroyed once processed.

Card Number: ____/____/____/____ EXP DATE: ____/____ CCV: ____

Name of Cardholder as it appears on the card:	Signature of Cardholder:
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Terms and Conditions:

1. The costs of providing instruction, administration and facilities for the education of students at the school are met by the State for students enrolled at the school who are Australian citizens or permanent residents, or the children of Australian citizens or permanent residents.
2. The school is resourced by the State through school grants to provide a core educational service.
3. 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.
4. 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.
5. A voluntary financial contribution is not a fee. 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.
6. The voluntary financial contribution is not associated with, and is separate from, a Student Resource Scheme that might operate in the school.
7. 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 of the contribution.
8. 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.
9. 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 endorsed by the Parents and Citizens' Association annually.
10. The voluntary financial contribution funds may be managed by the school or the Parents and Citizens' Association, but not by a third party.
11. The voluntary financial contribution is not to be a deterrent for a student enrolling at the school or undertaking a particular subject.
12. 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 detriment by way of school action as a result of the decision.

Payment Options

13. Please indicate your willingness to make a voluntary financial contribution by completing the Voluntary Financial Contribution Form and by making payment to the school.
14. If you do not wish to make a voluntary financial contribution, please indicate on the Voluntary Financial Contribution Form and return it to the school to enable the updating of financial records.
15. The voluntary financial contribution may be paid to the school by cash, cheque, credit/debit card or by direct deposit (EFT) to the bank account indicated on the front of the form.
16. For payment made by direct deposit to the bank account indicated on the front of the form, please ensure that the payment reference includes detail as indicated on the front of the form. The acknowledgement from your financial institution of the successful electronic transfer of funds should be retained as record of payment. A receipt will be issued to you on request.
17. For payment by cash, cheque or credit/debit card, a receipt will be issued to you.