VOLUNTARY FINANCIAL CONTRIBUTION SCHEME 2014
PREP TO YEAR 7 STUDENTS
(Parent/Carer Contribution Fee)
BOOKLET

Please complete and return to office staff..
• Participation agreement forms.
• Centrepay form if chosen as a method of payment.
Dear Parents and Caregivers,

The Voluntary Financial Contribution Scheme is a fee that can be made by parent/carers of all Prep to Year 7 students; that plays a critical role in providing a high level program that caters for student needs and promotes a more active, engaging and future oriented environment for all of our students.

The Voluntary Financial Contribution Scheme provides such things as art and craft materials, science consumables, sports equipment, computer replacement and maintenance, printer and laminating consumables, first aid supplies and reprographics. The mix of resources that are purchased on your behalf does vary depending on the particular needs of those year levels.

We appreciate that the costs of schooling your children in these tough times is quite significant, even with a heavily subsidized state system. For this reason we try to keep our fees to a minimum on the basis that if everyone in our small school community contributes, we are able to offer exceptional value for money considering the additional learning opportunities these resources provide.

<table>
<thead>
<tr>
<th>Students Enrolled</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 child</td>
<td>$80 per child</td>
</tr>
<tr>
<td>2 children</td>
<td>$75 per child</td>
</tr>
<tr>
<td>3 or more children</td>
<td>$70 per child</td>
</tr>
</tbody>
</table>

Payments made by cash, EFTPOS or credit card can be made to the office on Monday or Friday before 12:30pm. Internet banking and Bpay are also available. Payment plans can be arranged by contacting the office.

Yours sincerely,

Heidi Mackenzie
Principal
PAYMENT OPTIONS

PAYING BY INTERNET BANKING:

Direct Payment into School Bank Account

School’s Bank Account Name:
CURRUMBINVALLEYSTATESCHOOL General A/C

BSB Number:
064-404 (CBA Branch BURLIEGH HEADS QLD)

Account Number:
00090557

Reference/Details:
Please record both Student name & Reference for this payment in the reference/details section so that your payment can be recorded correctly. If insufficient details are supplied, payments will be applied to the oldest debt for that Family/Customer.

PAYING BY PHONE:

Payment by Credit Card ONLY

Call the school on 07 5507 1333, Monday and Friday between 9am to 12md. Please have the account and your credit card details with you when you call. VISA, Mastercard and Bankcard accepted.

PAYING IN PERSON:

Payment by Credit Card, Debit Card, Cash, Cheque is accepted. Payment can be made at the school office on MONDAY AND FRIDAYS between 8.30am –12md. Please be aware we do not have a float, so may not have change for large denominations.

CENTREPAY DEDUCTIONS

Please fill out enclosed form and return to the office at school. Do not hesitate to contact Carina if you would like any help with this method.

PART PAYMENTS

Part payments can be made and it is important to fill out the Payment Arrangement part of the agreement form and return it to the office.
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 50 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.

<table>
<thead>
<tr>
<th>Student/Given Name</th>
<th>Family Name</th>
<th>Yr Level</th>
<th>Voluntary Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td>$</td>
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<tr>
<td>2.</td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td>$</td>
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<tr>
<td>5.</td>
<td></td>
<td></td>
<td>$</td>
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</tbody>
</table>

Total $  

Parent/Carer Details (please print)

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

Payment Arrangement

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

[ ] Installments: I wish to make installment 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.

Voluntary Financial Contribution

For payment by Credit/Debit Card, I hereby authorise the school to debit my:
- [ ] MasterCard  - [ ] Visa  - [ ] American Express (where accepted) - [ ] Other (please specify)

Card Number: ______________________  Expiry Date: ______________________

For an amount of $______ (total amount above), or $______ during the first two weeks of the first three terms (equal instalment payments), or in accordance with the Payment Arrangement completed above.

Name of cardholder as it appears on the card: ______________________

Signature of cardholder: ______________________

Operating Statement
1. 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.

2. The school is resourced by the State Government through school grants to provide a core educational service.

3. Section 56 of the Education (General Provisions) Act 2006 provides that the Principal may seek 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 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.

6. 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.

7. 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.

8. 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.

9. The voluntary financial contribution funds may be managed by the school or the Parents and Citizens' Association, but not by a third party.

10. The voluntary financial contribution is not a deterrent for a student enrolling at the school or undertaking a particular subject.

11. 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
12. 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.

13. 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.

14. 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.

15. 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.

16. If you do not wish to make a voluntary financial contribution, no further action is required.

Centrepay is a free direct bill paying service available to customers who receive a Centrelink payment.

You can arrange your deductions online, using Centrelink Online Services. Visit www.centrelink.gov.au to register and to find out more information about Centrepay.

You can arrange your deductions over the phone. Simply call Centrelink who will process your deduction request and assist you with any questions you have concerning Centrepay. Please call your normal Centrelink payment number:

- Newstart/Employment Services: 13 2650
- Family/Parenting Payment: 13 6156
- Disability, Sickness and Carer Services: 13 2717
- Age Pension/Retirement Services: 13 2300
- Youth and Student Services: 13 2490
- ABSTUDY: 13 2317

**NOTE:** Calls to '13' numbers from a standard phone service can be made from anywhere within Australia for the cost of a local call. Calls from public or mobile phone may be charged at a higher rate. For more information in a language other than English call Centrelink on 13 1202.

You can arrange your deductions by faxing the completed form to 1300 766 412.

You can arrange your deductions by completing and returning this form to Centrelink. Please use the reply paid envelope provided or address a stamped envelope to:

Centrelink
GPO Box 669
HOBART TAS 7001

This form cannot be used for government housing authority deductions.

**PART A — Your details**

<table>
<thead>
<tr>
<th>Family name</th>
<th>Given name(s)</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Your date of birth</th>
<th>Phone number</th>
<th>Your Customer Reference Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>/ /</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**PART B — Type of request** (For more than one deduction a separate form needs to be completed)

Do you want to:
1. **START** a new deduction
   - You must complete PARTs C, D and G
2. **CHANGE** a current deduction
   - You must complete PARTs C, F and G
3. **CANCEL** a current deduction
   - You must complete PARTs C, F and G

**Note:** Do not attach any bills to the Centrepay form.

**PART C — Service provider's details** (MUST be completed to start, change or cancel a deduction)

<table>
<thead>
<tr>
<th>Service provider's name</th>
<th>Service provider's Centrepay Reference Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NOTE: You will need to get the Centrepay Reference Number from the service provider you are making payments to. This number always starts with 555. If unsure please contact your service provider.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Service provider's address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Pascode</td>
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</table>

<table>
<thead>
<tr>
<th>Service provider's phone no.</th>
<th>Your account number with the service provider</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Type of bill (e.g., private rent, electricity, gas, water)</td>
</tr>
</tbody>
</table>

**NOTE:** For **TELSTRA** deductions — you must provide your account number (above) AND your bill number (below)

**TELSTRA deductions only**

**NOTE:** If your bill number starts with T311 you cannot use Centrepay. Please contact Telstra about your billing arrangements.

<table>
<thead>
<tr>
<th>Telstra bill number</th>
<th></th>
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</table>
PART D — to START a new deduction

From which Centrelink payment do you want the deduction to be taken? [ ]

e.g. Pension, Newstart Allowance, Family Tax Benefit

What amount do you want deducted each fortnight? [ ]
The minimum amount for most Centrelink deductions is $10 per fortnight. If unsure ask your service provider what their minimum deduction amount is.

Which payment date do you want the deductions to start from? [ ]
[ ] Your next available payment date
[ ] A future payment date

Do you want to specify a target amount? [ ]
Regular deductions will be made until the total (target) amount is reached or this Centrelink deduction is cancelled.

[ ] Next go to PART G

PART E — to CHANGE your current deduction

CHANGE your current deduction permanently by providing a start payment date, the amount and the Centrelink payment type.

Start payment date [ ]
New deduction amount $[ ]
Payment type [ ]

CHANGE your current deduction temporarily by also providing an end payment date.

End payment date [ ]

Your deduction will revert back to your regular amount after the end payment date nominated has been reached.

NOTE: The temporary period you specify can only be for a maximum of 13 weeks.

SUSPEND your current deduction temporarily

You have the option to suspend your regular deduction for a temporary period.

Start payment date [ ]
End payment date [ ]

Your deduction will restart after the end payment date nominated has been reached.

NOTE: The period you specify can only be for a maximum of 13 weeks.

CHANGE your current TARGET AMOUNT for deductions

Deductions will continue until the amount has been reached, or less than $2 remains. Centrelink will send you a letter to let you know your target amount has been reached and your deductions will stop.

New target amount $[ ]

Do you want to change your deduction amount? [ ]

[ ] Next go to PART G

PART F — to CANCEL your current deduction

From which payment date do you want the cancellation to take effect? [ ]

Your next available payment date [ ]
OR A future payment date [ ]

PART G — Authorisation — please read, sign and date the statement (MUST be completed)

I authorise Centrelink to:
[ ] Make the nominated deduction.
[ ] The information provided on this form to be given to the relevant service provider stated on this form.
[ ] The service provider I have nominated on this form to provide my correct account or billing number to Centrelink if required.

I understand that:
[ ] If I transfer to another eligible Centrelink payment in the future that my deductions will continue.
[ ] It is my choice to have this amount deducted from my Centrelink payments, and I can change my Centrelink deduction at any time.
[ ] If I stop using the service provider but do not stop my Centrelink deduction, the service provider may instruct Centrelink to stop the deduction.
[ ] If I change service providers, I may also need to advise Centrelink to stop my previous deduction.

Your signature [ ]
Date [ ]

Privacy

Your personal information is protected by law. Centrelink may give your information to the service provider that you have nominated for the purpose of:
[ ] Checking your account number and the amount you want to pay.
[ ] Reconciling your payment deduction details.

Limited personal information may be used to conduct customer surveys run by Centrelink, its policy departments or by research organisations on their behalf (see factsheet Customer Research and You). Centrelink can give your information to someone else in special circumstances where Commonwealth legislation allows or requires or where you give permission. You can get more information from the factsheet Your Right to Privacy.