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## **Caroline Chisholm School – Chisholm Preschool Unit**

## **Voluntary Contributions Procedure**

Public education is free. The ACT Education Directorate provides the preschool building, the teacher and educator salaries, some basic office and playroom furniture, outdoor fixed equipment and maintenance of the buildings and grounds.

A School may offer or facilitate some specific optional items, activities and services for which parents/carers may be asked to pay if they want their child to access them. Such activities may include special activity days and special visitors.

Schools ask families to contribute a voluntary contribution to enable it to continue to provide a quality learning environment for our children. Our purchases rely upon the commitment and generosity of our parent/carer community. Voluntary contributions received by Caroline Chisholm School – Chisholm Preschool Unit are used to assist with the costs of preschool resources such as paints, art and craft materials, children's quality literature, playground equipment and teaching resources. At the back of this pack is an example of what the Voluntary Contributions letter will look like.

## **Payment of Voluntary Contributions**

A note detailing Voluntary Contributions is part of the Information Pack for families entering the preschool. Families wishing to pay Voluntary Contributions can do so in one payment or instalments. These payments are made by either filling out the provided forms and returning them to the preschool or front office, or by paying in person at the front office.

## **Financial Hardship**

Parents and carers are advised they are able to pay any amount they are able to an Equity Fund is available to those families unable to afford costs associated with events such as excursions or incursions.

**Reviewed February 2021**