

# Dimboola Memorial Secondary College

## BUS PAYMENTS POLICY



### Rationale:

This policy outlines the payment conditions for parents whose students utilise the bus. Payment to travel on the Horsham bus, is to cover costs only.

### Purpose

- To clearly outline payment rates and conditions
- To encourage families to pay bus costs
- To outline the steps to be taken in cases of non-payment
- To provide flexibility in payment method

### Implementation:

1. From 2016 the following rates will apply:
  - 1<sup>st</sup> child in family: \$100 per semester
  - 2<sup>nd</sup> child per family: \$50 per semester
  - 3<sup>rd</sup> and subsequent children: no charge
2. If no payment has been received after one month of travel each term, parents will be contacted.
  - At this time a definite arrangement for payment must be organised
  - Parents will be notified that in the event of non-payment of the bus cost, their child may be refused the right to travel on the bus from the beginning of the next term
3. While we encourage parents to keep up to date with their payments, in certain circumstances parents may elect to organise a regular payment system which is less than the full weekly amount due. This may only be done by arrangement with the Principal or Business Manager.
4. The College will make a variety of payment options available such as Cheque, EFTPOS, Cash, and Direct Debit.
5. Full payment **in advance** each term will be discounted by 10%. This must be paid by 4pm at the end of the first week of each term.

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

May 2016

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Please read, sign and return this form to the office.

*I have read the Bus Payments Policy and agree with the above conditions.*

Family name: ..... Children on bus: 1. ....  
2. ....  
3. ....  
4. ....

Signed: ..... (parent/guardian)

I would like to pay using the following method:

- Cheque (payable to Dimboola College)
- EFTPOS
- Cash
- Direct Debit
- I would like to discuss my payment options