Timeline for Payments

For all outstanding debts a statement will be issued to all persons liable for the Charge by Term 1, Week 9.

For all outstanding debts at the beginning of Term 2, a final statement (stamped final notice) will be issued to all persons liable for the charge by Week 3. This statement will state “further action will be taken if this account remains outstanding after a period of no less than 14 days.”

The Governing Council must approve the school undertaking legal action, based on the option above. The approval to pursue the debt must be minuted in the Governing Council minutes.

At the end of Term 2, all outstanding debts will be sent to DECD Central Debt Collection Agency for recovery with Governing Council approval.

School Card

Any families who believe they are entitled to School Card need to have their applications into the school by the end of Term 1, to enable any delays or discrepancies which may occur, to be rectified as early as possible.
Fee

Material and Services Fee $214.00 is an amount of money approved by the School's Governing Council and paid directly to the school by parents to enhance the quality of children's learning. It includes stationery, photocopying, curriculum supplies, and library resources.

Any increase to the M & S fee is a decision taken by the Governing Council in conjunction with recommendations made by the Principal and the Business Manager at the October Governing Council meeting. Parents will be notified of the fee structure for the following year via the Newsletter in Term 4 of the current year.

Parents are invoiced for M & S fees during the first week of Term 1. This fee is due for payment by the last school day of Term 1.

Children who begin school part way through the year will be charged M & S fee on a proportionate basis in accordance with the number of terms remaining.

The M & S Fee can be paid by using one of the following methods:

**Personal Payments**

The office is open to accept money between 8.30 am to 3.30 pm.

**Classroom Cash Box**

Students may place payments in green bags provided for each classroom. Each class delivers their green bag to the Finance Officer at 9.00 am for processing. Receipts will be returned to the child the same day. Parents are asked to assist by placing money in an envelope with child's name, class, amount and what the amount is paying e.g. school fees, excursion, football, camp etc.

**Bizgate**

This facility is for CREDIT CARD use only and is a secure online payment system.

To access BIZGATE simply access the school's website: http://mveps.sa.edu.au

Scroll down until you locate the visa logo, click on this and it will take you schools payments methods. Here you can pay for School fees & invoices or if your child attend OSHC they can also make payments here as well.

Click on “Pay Your School Invoice Online Now” to pay the school. If you want to pay for OSHC click on “Pay your OSHC / Vacation Care Online Now.” and follow the Bizgate website.

Please contact the school if you require assistance using this site.

By Cheque through the post

Please make cheques payable to “Morphett Vale East School R-7”

If parents have difficulties with these methods of payment a monthly cash payment plan can be negotiated by contacting the Finance Officer at the beginning of Term 1 to sign an agreement form.