



Dear Parent/Caregiver,

Parkhill Primary School is looking forward to another great year of teaching and learning and would like to advise you of our parent payment arrangements for 2021.

Please find the fee schedule for your child's year level attached. Please complete this form and return to the school by Wednesday 29<sup>th</sup> January 2021 so the school can prepare accordingly.

Parkhill Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

### Financial Support for Families

Parkhill Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- parent payment extension plans
- community assistance programs, eg. The Edge Fund

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Jo Ravidia, Business Manager on 9807 2239 or email [jo.ravidia@education.vic.gov.au](mailto:jo.ravidia@education.vic.gov.au) or Elaine Brady, Principal on 9807 2239 or email [elaine.brady@education.vic.gov.au](mailto:elaine.brady@education.vic.gov.au).

### Payment Methods

- BPay (your individual reference number is on your family statement)
- Eftpos or credit card (either at the office or over the phone)
- BPay (your individual reference number is on your family statement)
- Cash (we do not accept cheques)

### Refunds

Refunds for Essential Education Items will only be given if a student leaves the school and the items have not been purchased and paid for by the school. All refund requests are to be made in writing to the Principal.

For further information on the Department's Parent Payment Policy please see a one page overview attached.

Yours sincerely,

Elaine Brady  
Principal

Dan Edwards  
School Council President

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW

The following is a summary of the main principles of the Parent Payments Policy:



### FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.



### PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

#### Essential Student Learning Items

- Items and activities which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own.

#### Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

#### Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.



### FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



### SCHOOL PROCESSES

- Schools obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.

## FEE SCHEDULE – YEAR 4

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. Parkhill Primary School also continues to welcome your voluntary contributions for 2021. Please complete this form and return to the school by Wednesday 29<sup>th</sup> January 2021 so the school can prepare accordingly.

### Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum. You may choose to purchase these items through the school or provide your own.

***\*Please note that if you do wish to provide your own then you will need to provide all stationery items on the list as we cannot separate the list.***

Essential Student Learning Items	Amount
Staedtler Tradition HB Pencil x 4	\$1.68
Papermate Inkjoy 1.00 mm Red Pen x 1	\$0.23
Papermate Inkjoy 1.00 mm Blue Pen x 2	\$0.46
Noris Club Coloured Pencils Pack 12 x 1	\$2.81
Macador Wooden 30 cm Ruler x 1	\$0.56
Faber Castell Eraser PVC Free Small x 2	\$0.86
BIC Glue Stick 36 gm x 2	\$4.04
Scissors – Smartcut 155 mm x 1	\$2.17
Sharpener Metal Single Hole x 1	\$0.36
Staedtler 2-Tips Markers 1 mm + 3 mm Wallet 10 pack x 1	\$4.55
Edding Fineliner Black 0.4 x 1	\$1.07
Textsurfer Highlighter x 1	\$1.20
Protractor Micador x 1	\$0.20
Educ8 Circus Scrapbook 64 page 100 gsm x 2	\$2.00
Educ8 Scrapbook Mini 64 page 165 x 245 mm 100 gsm x 1	\$0.77
Educ8 Grid Book A4 10 mm 48 Page 70 gsm Exercise Book x 2	\$1.20
Educ8 A4 14 mm Dotted Thirds 96 Page Exercise Book x 5	\$4.50
Writing & Exam Pad 80 leaf A4 x 1	\$1.04
Avery Insert Cover Display Book A4 Navy x 1	\$3.47
Educ8 Board Document Wallet Red x 1	\$0.57
Educ8 Board Document Wallet Blue x 1	\$0.57
Pencil case Plastic A5 x 1	\$2.15
2021 Student Diary	\$3.50
<b>Online Subscriptions to learning activities</b> – Mathletics, PAT Maths, eWrite, Skooville, Essential Assessment Literacy & Numeracy	\$40.00
<b>Specialist consumables</b> – includes coloured paper, cardboard, paint, glitter, clay, tape, exercise books and other craft materials for Art, LOTE, PA, STEAM	\$30.00
<b>Garden consumables</b> – includes all cooking ingredients that students will consume	\$15.00
<b>TOTAL</b>	<b>\$125.00</b>

### Optional Items

Parkhill Primary School offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child. These include Instrumental Music Lessons, ICAS/Reach Testing, Solar Challenge, District and Division Sport, Round Robin Sport, etc. More information about these activities will be available during the year.

### Voluntary Contributions

Parkhill Primary School continues to welcome your voluntary contributions to support our school.

You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students.

Alternatively, you can make a voluntary contribution to any of the specific priorities outlined in the table below:

Voluntary Contribution	Tax deductible?	Suggested Voluntary Contribution per family			Amount
<i>Classroom Materials</i>	<i>No</i>	<i>Eg. \$20</i>	<i>Eg. \$50</i>	<i>Eg. \$100</i>	
<i>Welfare &amp; Special Learning Needs</i>	<i>No</i>	<i>Eg. \$20</i>	<i>Eg. \$50</i>	<i>Eg. \$100</i>	
<i>STEAM Resources</i>	<i>No</i>	<i>Eg. \$20</i>	<i>Eg. \$50</i>	<i>Eg. \$100</i>	
<i>Grounds/Garden</i>	<i>No</i>	<i>Eg. \$20</i>	<i>Eg. \$50</i>	<i>Eg. \$100</i>	
<i>School Council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building Fund and Library Fund</i>					
<i>Building Fund</i>	<i>Yes</i>	<i>Eg. \$20</i>	<i>Eg. \$50</i>	<i>Eg. \$100</i>	
<i>Library Fund</i>	<i>Yes</i>	<i>Eg. \$20</i>	<i>Eg. \$50</i>	<i>Eg. \$100</i>	
<b>TOTAL</b>					<b>\$</b>

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

Student Name: \_\_\_\_\_

### Parent Payment Charges

Essential Student Learning Items Amount \$ \_\_\_\_\_

Voluntary Financial Contribution Amount \$ \_\_\_\_\_

**TOTAL \$ \_\_\_\_\_**