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November 2021

Dear parents/carers,

Parkhill Primary School is looking forward to another great year of teaching and learning and would like to advise you of Parkhill Primary School's voluntary financial contributions for 2022.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support allows us to offer the best possible programs for your child to reach their learning potential. These valued financial contributions assist us with the purchasing of equipment and resources for all our curriculum areas including STEAM, Performing Arts, Physical Education, LOTE, Library and our garden program as well as enhancing digital learning opportunities for all students. Contributions also support value-added programs such as Social and Emotional Learning and other welfare programs, a subsidised swimming program, athletics carnival and inquiry linked speakers and workshops.

Department of Education guidelines now mandate that schools are **UNABLE** to provide parents with a statement of charges. With this in mind, parents are asked to please review the recommended financial contributions schedule below for an indication of contributions for your child/ren.

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 to eligible Health Care Card holders
- community assistance programs, eg. The Edge Fund
- State Schools Relief

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Jo Ravida Ph: 03 9807 2239 | Email: [jo.ravida@education.vic.gov.au](mailto:jo.ravida@education.vic.gov.au)

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

Yours sincerely,

David Wells  
Acting Principal

Daniel Edwards  
School Council President

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<p><i>Year 4 classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>Classroom consumables – pens, pencils, textas, glue sticks, highlighters, scissors, sharpener, ruler, erasers, pencil case, protractor, scrapbooks, document wallets, grid books, notepads, exercise books, diary (\$38.00)</li> <li>Specialist consumables – includes coloured paper, cardboard, paint, glitter, clay, crayons, tape, exercise books, sport equipment, science consumables and robotic equipment for STEAM, LOTE, PA, PE (\$50.00)</li> <li>Garden consumables – includes all cooking ingredients that students will consume (\$10.00)</li> </ul>	\$98.00
<p><i>Year 4 Online Subscriptions &amp; Assessments</i></p> <ul style="list-style-type: none"> <li>Essential Assessment English (\$4.50)</li> <li>Essential Assessment Maths (\$7.50)</li> <li>PAT English, Maths, Spelling (\$5.00)</li> <li>Resilience Survey (\$4.00)</li> <li>eWrite (\$6.00)</li> </ul>	\$27.00
<i>Year 4 ICT Devices – provision of devices from the shared classroom sets</i>	\$35.00
<i>Year 4 Printing and photocopying of worksheets and learning materials</i>	\$10.00
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<i>Welfare and Special Needs (please nominate an amount)</i>	\$
<i>Grounds/Gardens/Play Equipment (please nominate an amount)</i>	\$
<i>STEAM Resources (please nominate an amount)</i>	\$
<b>Tax deductible contributions</b>	
<b>Building fund.</b> <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (please nominate an amount)</i>	\$
<b>Library fund.</b> <i>A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource (please nominate an amount)</i>	\$
<b>Total Amount</b>	<b>\$</b>

### Educational items for students to own

Please contact the school office for a list of items of curriculum consumables for your child to individually own and use.

### Extra-Curricular Items and Activities

Parkhill Primary School offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides in order to deliver the Curriculum. These are provided on a user-pays basis. More information about these activities will be available during the year.

Extra-Curricular Items and Activities	Amount
School magazine/yearbook	\$15
Private Instrumental Music Lessons (provided by PMI)	On application
Sporting Schools Program	-
ICAS/Reach Testing	TBA
Solar Challenge (select students)	TBA
Swimming Program	TBA
Athletics Carnival	-

### 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 to eligible Health Care Card holders
- community assistance programs, eg. The Edge Fund
- State Schools Relief

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Jo Ravida

Ph: 03 9807 2239 | Email: [jo.ravida@education.vic.gov.au](mailto:jo.ravida@education.vic.gov.au)



**Name of student:**

Category	Total
Curriculum Contributions (see top of page 2)	\$
Other Contributions (see bottom of page 2)	\$
Extra-Curricular Items and Activities (see page 3)	\$

**Payment methods**

- BPay
  - Biller Code: 87361
  - Reference: Refer to your email or contact the office
- EFTPOS
- Direct debit from your debit or credit card

I authorise \$\_\_\_\_\_ to be charged to my Visa / MasterCard

Details as follows:

<b>NAME (as on card)</b>																				
<b>CARD NO:</b>																				
<b>SIGNATURE</b>																				
<b>AMEX</b>		<b>VISA</b>		<b>MASTERCARD</b>		<b>EXPIRY DATE</b>	____ Month ____ Year													

**Refunds**

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department’s Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW



### FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAL.
- Schools may invite parents to make a financial contribution to support the school.



### PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

#### Curriculum Contributions

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

#### Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

#### Extra-Curricular Items and Activities

Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



### 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 must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.