



## PARENT PAYMENTS POLICY 2024

Dear Parent/Guardian,

Woolsthorpe Primary School is looking forward to another great year of teaching and learning and would like to advise you of Woolsthorpe Primary School's voluntary financial contributions for 2024.

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, along with financial contributions has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to provide all students with the necessary items to assist with their learning such as stationary, printing, text books, online subscriptions, reader bags and special curriculum experiences such as incursions and excursions, sports days such as athletics sports, cross country, soccer, football, netball, tennis and basketball, as well as providing swimming lessons, MARC Van visits and library books, planting and ingredients to operate our Kitchen Garden Program and end of year concerts.

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

Yours sincerely,

*Mandy Jones*  
Principal

*Adam Wright*  
School Council President

## Parent Contributions 2024

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Prep to Year 6 classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Stationary and Requisites as per the itemised list attached</i></li> </ul>	\$100
<ul style="list-style-type: none"> <li>• <i>MARC Van Affiliation &amp; Library Books</i></li> </ul>	\$25
<ul style="list-style-type: none"> <li>• <i>Kitchen Garden – Cooking supplies and produce</i></li> </ul>	\$20
<ul style="list-style-type: none"> <li>• <i>Excursions and Incursions e.g. Excursions to Warrnambool, Sporting events such as athletics sports day, interschool sports, soccer, netball, football, basketball, tennis, cross country, Hoop Time etc. Incursions, end of year concert, special visits and days.</i></li> </ul>	\$75
<i>Prep - Year 6 Whole school events</i> <ul style="list-style-type: none"> <li>• <i>Swimming Lessons – entry and transport</i></li> </ul>	\$65
Other Contributions - for non-curriculum items and activities	Amount
<i>School grounds maintenance and improvements</i>	\$20
<b>Total Amount</b>	<b>\$305</b>

### Extra-Curricular Items and Activities

Woolsthorpe 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. These are provided on a user-pays basis.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school by 13<sup>th</sup> November 2023.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>Optional Year 3/4/5/6 Camp</i>	\$420 TBC	
<i>Optional Prep/1/2 Sleep Over</i>	\$20 TBC	
<i>Optional Year 3-6 Interschool Sports programs</i>	\$ TBC	
<i>Other optional excursions to be scheduled</i>	\$ TBC	
<i>Optional School Magazine</i>	\$ TBC	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

### Financial Support for Families

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

- The Camps, Sports and Excursions Fund – Families who qualify with a health care card may access CSEF funding towards camps, swimming, and excursions. Application for this will be required each year and parents will be advised when applications are accepted. For each Primary school student who qualifies, the school will receive \$125.00, which will be credited towards camps, sport, swimming and excursions.
- Schools Relief - State Schools' Relief provides support to any Victorian student attending a government school (primary, secondary or specialist), on the advice of the school. Schools are able to submit an application directly, whenever they believe there is a need to support a student whose family/carers are facing difficulty in providing the appropriate uniform, footwear or educational items for attending school.
- Second hand uniforms onsite (when available)

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

Ph: 03 5569 2241 | Email: [woolsthorpe.ps@education.vic.gov.au](mailto:woolsthorpe.ps@education.vic.gov.au)

**Total: Name** \_\_\_\_\_

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$
<b>TOTAL:</b>	\$

#### Payment Methods

**Bpay** – Please contact the office for details

**Direct Deposit** – Account: BSB:063 533 Acc:00900494 Reference: Family Name

**Cash/Cheque**- In Person

**Eftpos**- In Person

#### 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.

## Prep/1/2 Stationary List

All these items are provided in the included parent contribution fee above.

Description	Quantity
Mega Scrap Book 335x245mm 64 Pages	7
Mini Scrapbook 165 x 240mm	2
Dotted Thirds writing Book	3
Triangle Coloured Pencils	1
HB Led Pencil	4
Coloured Textas	1
Whiteboard Markers	8
Twist Crayons	1
Sharpener	1
Glue Stick	4
Ruler	1
Eraser	2
A3 Coloured Card	1
A4 Coloured Card	1
Display Book	1
Scissors	1
PVA Glue	1
Pencil Case	1
Online Subscriptions	1
Curriculum Text Books	1
Reader Bag	1

## Year 3-6 Stationary List

All these items are provided in the included parent contribution fee above.

Description	Quantity
Mega Scrap Book 335x245mm 64 Pages	3
Mini Scrapbook 165 x 240mm	1
Lined Writing Book	4
Exercise Books	8
Writers Notebook	1
Grid Graph Book	2
Triangle Coloured Pencils	1
HB Led Pencil	4
Coloured Textas	1
Whiteboard Markers	8
Red& Blue Pens	8
Sharpener	1
Glue Stick	4
Ruler	1
Eraser	2
A3 Coloured Card	1
A4 Coloured Card	1
Display Book	1
Scissors	1
PVA Glue	1
Pencil Case	1
Online Subscriptions	1
Curriculum Text Books	1
Highlighters	1
Manila Folders	4