



# NEWBOROUGH EAST PRIMARY SCHOOL

*RESPECT - Self - Others - Learning – Community*

November 14<sup>th</sup> 2023

## **Newborough East Primary School Parent Payment Arrangements 2024**

Dear parent/guardian/carers,

Newborough East Primary School is looking forward to another great year of teaching and learning and would like to advise you of our 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 is 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 has allowed us to organise and coordinate the best possible programs outside the traditional teaching and learning classroom structure. These financial contributions assist us with the purchasing of Art, STEM, Physical Education, Humanities, Library, Classroom Cooking and Student Wellbeing equipment and resources. All these programs run alongside the traditional classroom teaching and learning programs which are imperative to provide an inclusive, engaging and rigorous overall education for our child(ren).

As an additional thank you to families for paying their voluntary contribution payment by Friday 29<sup>th</sup> March 2024 we will be issuing all paying families with a "raffle ticket" that will put them in the draw for a fantastic prize. The preferred method of payment is via the Compass Portal which will be opened for payment on January 2<sup>nd</sup> 2024. Alternatively, you can pay by cash or EFTPOS at the school office at the start of the school year during normal Office hours.

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

Yours sincerely,

Julie Skee  
Principal

Debbie Nay  
School Council President



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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Year Prep to 6 classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• <i>Art – paint, crayons, canvas, glitter, coloured paper, glue, wool, card, material, beading</i></li> <li>• <i>STEM/Mathematics – chemicals, numeracy blocks, calculators</i></li> <li>• <i>Humanities – resources and materials</i></li> <li>• <i>Sports – equipment, maintenance and repairs</i></li> <li>• <i>Classroom Cooking – ingredients and cooking equipment</i></li> <li>• <i>Library – library books, picture book membership and book club subscriptions</i></li> </ul> <p><i>*Please note the above list of consumable items is a guide only and may change due to the individual requirements of each class</i></p>	\$50.00
<p><i>Year Prep to 6 Online Subscriptions</i></p> <ul style="list-style-type: none"> <li>• <i>Essential Assessment</i></li> <li>• <i>Pat Maths</i></li> <li>• <i>Reading Eggs</i></li> </ul>	\$30.00
<p><i>Year prep to 6 Printing and photocopying of worksheets and essential class learning materials</i></p>	\$60.00
<p><i>Whole school events</i></p> <ul style="list-style-type: none"> <li>• <i>Athletics carnival - entry and transport</i></li> <li>• <i>Swimming carnival – entry and transport</i></li> </ul> <p><b><i>CSEF can be used to contribute towards these events.</i></b></p>	\$5.00
Other Contributions - for non-curriculum items and activities	Amount
<i>School Sports Victoria affiliation</i>	\$1.00
<i>Student wellbeing programs</i>	\$3.00
<i>First aid equipment</i>	\$3.00
<i>Compass – School Communication Platform</i>	\$11.00
Curriculum Contributions	\$ 145.00
Other Contributions	\$ 18.00
<b>TOTAL Contributions 2024</b>	<b>\$163.00</b>



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## Extra-Curricular Items and Activities – provided on a user-pays basis

Newborough East Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

The cost of extra-curricular items and activities will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
<i>School Photos</i>	<i>To be confirmed</i>
<i>Optional Prep Melbourne Zoo - day excursion</i>	<i>\$64.00 (approx.)</i>
<i>Optional Year 3/4 school camp</i>	<i>\$300.00 (approx.)</i>
<i>Optional Year 5/6 school camp</i>	<i>\$300.00 (approx.)</i>
<i>Grade 6 Graduation Bear</i>	<i>\$18.00 (approx.)</i>
<i>Grade 6 School Jackets</i>	<i>\$50.00 (approx.)</i>
<i>Other optional activities to be scheduled in 2024 (example: Interschool sports, Nexus Art Performance, Life Education program, Incursions).</i>	<i>To be confirmed</i>

## Financial Support for Families

*Newborough East PS* understands that some families may experience financial difficulty and offers a range of support options, including:

- **Camps, Sports and Excursions Fund**
- **CentrePay Payment Plan – Pre-Approval Required**
- **State School Relief Assistance**

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

Julie Skee, Principal

Ph: 03 5126 1399 | Email: [Newborough.east.ps@education.vic.gov.au](mailto:Newborough.east.ps@education.vic.gov.au)

## Payment method

The preferred method of payment is via the Compass Portal which will open January 2<sup>nd</sup> 2024.

Alternatively, you can pay by cash or EFTPOS at the school office at the start of the school year during normal Office hours. Please provide your payment in a sealed envelope clearly labelled with your child's name.

## 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.