

18th November 2022

Dear Parent/Guardian,

Parktone Primary School is looking forward to another great year of teaching and learning and we want to thank you for all your ongoing support. Your support, whether it be contributions and/or volunteering your time, ensures that our school continues to offer quality learning opportunities and allows for continuous improvement to our programs, resources and facilities.

Within our school your support has allowed us to: -

- Offer a wide range of subjects and special curriculum experiences for our students across all year levels
- Upgrade and purchase of additional IT devices providing enhanced digital learning opportunities in all curriculum areas
- Provide our new library with resources and furniture
- Continue the upkeep and maintenance of school grounds and employ a gardener ensuring a safe and attractive environment for all who use the facilities
- Provide assistance to families in need

We would like to advise you of Parktone Primary School's voluntary financial contributions for 2023 as set out in the attached schedule. Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary.

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities
- Student Assistance Fund

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Nadine Robinson (Business Manager) or Genevieve Casonato (Principal) on 03 9580 1207, or email: parktone.ps@education.vic.gov.au

Payment methods

There are several payment options available through the school: -

- Compass (preferred method)
- Direct Debit – Parktone Primary School
BSB: 063-144
Account No: 1008 3779

- BPAY (please contact the school to obtain your unique BPay Code)
- EFTPOS facility (at the school office or over the phone)

Further details regarding payments will be made available via Compass at the commencement of the 2023 school 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.

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

Kind regards,



Genevieve Casonato
Principal



Adrian Fitzgerald
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount																											
<p><i>Classroom consumables, materials & equipment</i></p> <ul style="list-style-type: none"> Classroom (\$98) <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>- Clipfolder A4</td> <td>- Diary</td> <td>- Document Wallet</td> </tr> <tr> <td>- Eraser</td> <td>- Exercise Books 9mm</td> <td>- Graph Books 10mm</td> </tr> <tr> <td>- Handwriting Conventions</td> <td>- Headphones and Bag</td> <td>- Highlighters</td> </tr> <tr> <td>- Labels Personalised</td> <td>- Marker Connector Wallet 12</td> <td>- Whiteboard Markers</td> </tr> <tr> <td>- Pens Blue</td> <td>- Pencil Case</td> <td>- Pencils HB</td> </tr> <tr> <td>- Pencils Red Checking and Ruling</td> <td>- Pencils Coloured Pk12</td> <td>- Protractor</td> </tr> <tr> <td>- Ruler</td> <td>- Scissors</td> <td>- Scrap Books</td> </tr> <tr> <td>- Sharpener</td> <td>- Visual Art Diaries</td> <td>- Whiteboard</td> </tr> <tr> <td>- Whiteboard/Chalk Eraser</td> <td>- Word Noticing Book</td> <td></td> </tr> </table> Visual Arts (\$30) – paint, crayons, canvas, glitter, coloured paper, clay Japanese (\$10) – workbooks, pencils, crayons, glue sticks, craft materials STEAM (Science, Technology, Engineering, Arts and Mathematics) (\$40) – craft materials, science exercise book/design book, supplies for experiments, cooking ingredients, gardening supplies Leader In Me (\$15) – cooking, gardening, craft materials 	- Clipfolder A4	- Diary	- Document Wallet	- Eraser	- Exercise Books 9mm	- Graph Books 10mm	- Handwriting Conventions	- Headphones and Bag	- Highlighters	- Labels Personalised	- Marker Connector Wallet 12	- Whiteboard Markers	- Pens Blue	- Pencil Case	- Pencils HB	- Pencils Red Checking and Ruling	- Pencils Coloured Pk12	- Protractor	- Ruler	- Scissors	- Scrap Books	- Sharpener	- Visual Art Diaries	- Whiteboard	- Whiteboard/Chalk Eraser	- Word Noticing Book		\$193
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- Whiteboard/Chalk Eraser	- Word Noticing Book																											
<p><i>Online subscriptions</i></p> <ul style="list-style-type: none"> Maths Online (\$16) Language Perfect (\$20) Online subscription for Leader In Me (\$15) 	\$51																											
<p><i>Assessments</i></p> <ul style="list-style-type: none"> Essential Assessment Numeracy (\$9) SPA Data Tracker (\$5) 	\$14																											
<p><i>Printing and photocopying of learning materials</i></p>	\$20																											
Total Curriculum Contributions	\$278																											

Other Contributions – for non-curriculum items and activities	Amount
<i>Student and parent communication tool - Compass</i>	\$10
<i>First aid and hygiene costs</i>	\$10
<i>eLearning.</i> Contributions enable the school to purchase and maintain devices that will enhance the learning of all students (Suggested amount of \$50 or you may wish to nominate an amount)	\$50
<i>Student Assistance Fund.</i> Contributions help the school to provide extra-curricular items and activities to families due to demonstrated financial hardship (Suggested amount of \$50 or you may wish to nominate an amount)	\$50
<i>School grounds maintenance and improvements</i> (Suggested amount of \$50 or you may wish to nominate an amount)	\$50
Total Other Contributions	\$170

Tax deductible contributions	
<i>Library fund.</i> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. (Suggested amount of \$50 or you may wish to nominate an amount)	\$50

Extra-Curricular Items and Activities
Parktone 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 to deliver the curriculum. These are provided on a user-pays basis. Details of these items and activities will be provided to students and families throughout the year.

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.