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Parent Payments Policy 2022 Parent Payment Arrangements

Dear Parent/Carer,

Guthrie Street Primary School is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions schedule 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.

We want to thank you for your support, either financial or volunteering of your time in the past, even though this has been difficult under the current COVID restrictions we are living within. This has made a huge difference to our school and the programs we can offer and does not go unnoticed.

The environment and resources that we enjoy today represent the contributions made by our parent/carer community over many years. Your voluntary contributions make a significant difference to the quality of our programs. Your financial support ensures that we can continue to provide the excellent range of facilities and resources for your child/ren. Your support in 2021 allowed us to:

- Provide high quality programs and specific subject materials and equipment for: English, Mathematics, Science, Art, Inquiry, Language and PE;
- Maintain and develop the school grounds, including upgrading of our Tigerturf area;
- Ensure the upkeep of our technology devices to enhance learning opportunities;
- Maintain sufficient class sets of books for students to develop their reading skills;
- Provide hands on maths equipment i.e.: measuring materials for teaching purposes;
- Facilitate Literacy and Mathematics online digital subscriptions;
- Deliver a range of sporting equipment and programs;
- Arrange for individual student supplies and class bulk supplies;
- Offer effective First Aid for all students.

Please find attached Guthrie Street Primary School's voluntary financial contributions schedule for 2022, which includes an overview of what your contributions will help us to provide.

Department of Education guidelines now mandate that schools are **UNABLE** to provide parents with a statement of fees. 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.

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

Yours sincerely,

Brendan Bicknell
Principal

Tunya Jarvis
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials & equipment</i> <ul style="list-style-type: none"> • <i>Classroom – pens, pencils, textas, glue sticks, writing, graph and scrap books, highlighters, post-it notes, folders, display books, scissors, rulers etc.</i> • <i>Art – paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material, clay, wood, beading etc.</i> • <i>Science – ingredients, books, shared classroom materials</i> • <i>Mathematics – numeracy blocks, calculators, stationery, maths kits</i> • <i>English – book boxes, class sets, novels, readers, reading diary</i> • <i>Physical Education & Sport – ribbons, materials, equipment</i> • <i>Library – books, subscriptions</i> • <i>Connection Groups – shared classroom materials</i> 	\$ 100
<i>Online Subscriptions</i> <ul style="list-style-type: none"> • <i>Essential Assessment</i> • <i>Reading Eggs</i> • <i>Seesaw</i> 	\$ 30
<i>ICT Devices – provision of devices from the shared classroom sets</i>	\$ 10
<i>Printing and photocopying of worksheets and learning materials</i>	\$ 10
<i>Whole school events</i> <ul style="list-style-type: none"> • <i>Athletics carnival – transport (\$5)</i> • <i>Fun Run – transport (\$5)</i> • <i>Swimming carnival – transport (\$5)</i> • <i>Harmony Day – (\$5)</i> 	\$ 20
Total Amount	\$170

Extra-Curricular Items and Activities

Guthrie Street 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.

No payment is required for these items or activities at this time – permission forms and payment requests will be sent out to families throughout 2022.

Extra-Curricular Items & Activities
<i>Optional Grade 6 Polos</i>
<i>Optional Whole school photos</i>
<i>Optional Year 3-6 school camp</i>
<i>Optional swimming program</i>
<i>Optional Year 4-6 Interschool Sports program</i>
<i>Other optional excursions to be scheduled</i>

Financial Support for Families

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

- *The Camps, Sports and Excursions Fund (CSEF) available for eligible health care card holders*
- *State Schools Relief support is available for uniforms/footwear (via the School Wellbeing Team) for our Foundation students who are eligible health care card holders*
- *Ganbina support for our eligible Koorie families.*

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

Joanne Pickles, Business Manager

Ph: 5821 1944 | Email: joanne.pickles@education.vic.gov.au.

Total

Category:		
Curriculum Contributions		\$
Other Contributions		\$
TOTAL		\$

Payment methods

- *Compass payment (preferred method)*
- *Cash*
- *EFTPOS/Credit card at the office, or over the phone 5821 1944*
- *Direct deposit to the school's bank account. Commonwealth bank: 063 527 / 1016 2732*
- *BPay – your unique BPay reference is available on request from the school*

Refunds

Please refer to our Parent Reimbursement Policy located on the school website.

If a family has paid for a camp, excursion or activity and their student does not attend, they will receive reimbursement under the following situations:

- If the student has an approved illness on the day.
- If the activity is a singular activity which is cancelled by the school or provider, and whereby a replacement activity is not offered.
- If a student leaves Guthrie Street Primary School before the event.

If a family has paid for a camp, excursion or activity and their student does not attend, they will not receive reimbursement under the following situations:

- If the student does not attend one day out of an entire program involving multiple days/activities, as the family payment covers the program as a whole.
- If the school is forced to cancel one day out of a program involving multiple days/activities due to weather or other unforeseen circumstances and the school is charged the full cost, as the family payment covers the program as a whole.
- If it has been stated that they were paying for a non-refundable deposit.

PARENT PAYMENTS POLICY 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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.