



Tuesday 14<sup>th</sup> November 2023

Dear Parent/Guardian,

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

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all voluntary contributions support the best possible education 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.

The purchasing of art, science, physical education, music and Hands On Learning resources allow us to offer a wider range of subjects and special curriculum experiences; enhanced digital learning opportunities and the upgrade of our digital technology to enable every student the use of up to date equipment and programs.

In 2024 the school will purchase full book packs including all stationery items and all necessary workbooks and these will be distributed to the classrooms ready for day one of next year. The cost to the school for the complete stationery pack is listed in the attached curriculum consumables.

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

We are unable to process any payments in 2023, but if you would like to return the curriculum contributions (form attached) this year with your credit card details completed, we will keep these details secure in our safe and will process payment the week commencing 5<sup>th</sup> February 2024, so all financial contributions are included in our 2023 finances.

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

Yours sincerely,

**Kristy Mullins**  
**Principal**

**Thomas Arnold**  
**School Council President**



**STUDENT NAME:** \_\_\_\_\_

**2024 YEAR LEVEL: THREE**

Curriculum Contributions – items and activities that students use, or participate in, to access the Curriculum	Suggested Amount	Please nominate \$\$ being paid
<ul style="list-style-type: none"> <li>Classroom consumables (scrapbooks/exercise books/folders/pencils/ruler/glue sticks/textas/crayons)</li> <li>Wangaratta West student reading log &amp; wellbeing journal</li> <li>Resilience Project online resources &amp; student workbook</li> </ul>	<b>\$85.50</b>	
<b>Online Subscriptions (for use at school and at home)</b> <ul style="list-style-type: none"> <li><i>Mathletics (Gr3-6)</i></li> <li><i>Reading Eggs</i></li> </ul>	<b>\$30.00</b>	
<i>ICT Devices – provision &amp; upkeep of devices for one on one use (Gr1-6) class sets for (Prep) iPad &amp; cover (approx. \$600 cost to school) new every 3 years (ie. Gr1 &amp;4)</i>	<b>\$80.00</b>	
<i>Printing and photocopying of worksheets and learning materials</i> <ul style="list-style-type: none"> <li><i>Art supplies paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material, clay, wood, beading etc.</i></li> <li><i>Science – ingredients, books, shared classroom materials</i></li> </ul>	<b>\$50.00</b>	
Other Contributions - for non-curriculum items and activities	Suggested Amount	Please nominate \$\$ being paid
<i>Student wellbeing programs &amp; resources</i>	<b>\$10.00</b>	
<i>First aid equipment (Band aids &amp; Ice packs)</i>	<b>\$ 5.00</b>	
<i>School grounds maintenance &amp; improvements (Gardens, Chip bark, playground soft fall)</i>	<b>\$50.00</b>	
<i>Waterproof satchel for readers &amp; notes (Prep – 4 only)</i>	<b>\$10.00</b>	
<b>Total Amount</b>		<b>\$</b>

**Educational items for students to own**

The school will purchase all stationery/book packs for students. All workbooks will be purchased by the school to ensure every student has the correct book to work with and the cost is included in the classroom consumables above.

**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.*

### Extra-Curricular Items and Activities

Wangaratta West 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, with full payment having to be made prior to start of camp or swimming. Payment instalments can be made from the start of 2024.

Extra-Curricular Items and Activities	Amount	Will your child be attending? Full payment must be made prior to start of activity.
2024 <u>Optional</u> school camp Year 3 ~ Valley Homestead Overnight Camp (Monday 25 <sup>th</sup> to Tuesday 26 <sup>th</sup> March 2024)	TBC (Approx \$250.00)	<input type="checkbox"/> YES <input type="checkbox"/> NO
2024 <u>Optional</u> five-day swimming program (Prep-6)	TBC	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>Total Extra-curricular Items and Activities</b>		<b>\$TBC</b>

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund (for holders of current Health Care Card)
- States School's Relief.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Tania Pool on 5721.3491 or email [tania.pool@education.vic.gov.au](mailto:tania.pool@education.vic.gov.au)

### Total

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

### Payment methods

You can return this completed form to the office with your credit card details this year (please be aware that payment will not be processed till the week of 5<sup>th</sup> February 2024).

Credit card number

Cardholder Name: \_\_\_\_\_

Expiry Date: \_\_\_\_/\_\_\_\_ CCV#: \_\_\_\_\_

Alternatively, our office will be open Wednesday 24<sup>th</sup> January & Thursday 25<sup>th</sup> January 2024 from 8.30am to 4pm for payments in person via Eftpos or by phoning the office on 5721.3491 to give credit card details or to get the school's bank account details to transfer money.

Please note that we are a cashless school, so we encourage **NO** cash payments, please.

# 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.