



LOWER PLENTY PRIMARY SCHOOL

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CARE • HONESTY • ACHIEVEMENT • RESPECT • RESPONSIBILITY • FUN

30 January 2024

Dear Parents/Carers,

Lower Plenty Primary School is looking forward to another great year of teaching and learning and would like to advise you of Lower Plenty 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 you 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.

Educational Items for Students to Own

We require every student to BYO their own mouse and headphones (labelled).

Permission/Agreement Forms

All required permission/agreement forms have been sent home today with students who have no documentation on file. Please complete and return to either the office or your classroom teacher. These permissions will be for the duration of your child/ren's schooling at Lower Plenty Primary School. If you wish to make alterations at anytime please contact the office.

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

Financial Support for Families

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

- *the Camps, Sports and Excursions Fund to eligible Health Care Card holders*
- *Centrepay*
- *Individual payment plans*

- *State schools relief provides financial support for eligible families to purchase uniforms at a reduced rate.*

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Daniel Frew or Tracey East on 9435 2585, or email lower.plenty.ps@education.vic.gov.au

Payment methods

- *Cash*
- *EFTPOS*
- *Direct debit from your debit or credit card*
- *Direct deposit to the school's bank account. Commonwealth bank: 063 185 / 1019 4087 (please use your surname as reference).*

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.

Yours sincerely,

Daniel Frew

Daniel Frew
Principal

Rachel Nassios

Rachel Nassios
School Council President

Curriculum Contributions - items and activities which the school deems necessary for students to learn the Curriculum	Amount
<ul style="list-style-type: none"> • <i>General classroom materials and equipment – shared classroom paper, posters/charts, craft items, classroom libraries, readers.</i> • <i>Subject specific materials and equipment – English, Mathematics, STEAM, Art & Physical Education</i> • <i>Provision and upkeep of school devices and ICT – devices owned by the school, individual Chromebook for each student, device configuration, maintenance, server/system costs.</i> • <i>Photocopying and printing for students – printed learning resources</i> • <i>Digital and online subscriptions for learning – Mappen, IXL Maths & English, Comic Life</i> • <i>Assessments – Essential Assessment</i> 	
Total Amount per student	\$200

Other Contributions - for non-curriculum items and activities that relate to the school's functions and objectives	Amount
<ul style="list-style-type: none"> • <i>Sports affiliation costs - Sports Victoria & MDPSSA Primary Membership</i> • <i>Student and parent communication tools - Xuno Software</i> • <i>Enhanced student support - Learning support programs, tutoring</i> • <i>Enhanced wellbeing support – wellbeing programs, school counsellors, mental health practitioners</i> • <i>Engaging staff through local payroll- out of school care and learning support staff</i> • <i>First aid and hygiene costs</i> • <i>Grounds maintenance & improvements</i> 	
Total Amount per Family	\$230

Tax Deductible contributions	Amount
Building Fund – A tax deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	
Total Amount per Family	\$90

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.	Amount	Purchase (Please tick)
<ul style="list-style-type: none"> • <i>Optional items to keep - yearbook, school photos, recording of school concert</i> • <i>Optional Extra-Curricular Activities – school based camps, excursions, incursions, guest speakers, sports carnivals and events</i> • <i>Optional Extra-Curricular Activities – Outside of School Hours - social, graduation, award ceremonies</i> • <i>Private instrumental music lessons</i> • <i>Entry into academic competitions</i> • <i>Additional swimming classes and associated costs outside the standard swimming and water safety program</i> 		
Total Extra-curricular Items and Activities		\$User Pay

Your details:		
Student's Name:	Year Level	
Student's Name:	Year Level	
Student's Name:	Year Level	
Curriculum Contributions		\$
Other Contributions (per family)		\$
Tax Deductible Contributions (per family)		\$
TOTAL		\$

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.