11th November 2022

Dear Parent/Guardian,

Le Page 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 2023.

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’s 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:

* provide an enriched learning and teaching program for every student which is highly valued by our school community.
* Upgrade and purchase additional IT devices providing enhanced digital learning opportunities.
* Replace outdated interactive whiteboards with up-to-date smart boards in every classroom.
* Re-establish the Library, including upgrade of fixtures and fittings and the replenishment of books.
* Continue the upkeep and maintenance of school grounds with the aid of Marriott Services.
* Provide assistance to families in need.

Please find attached Le Page Primary school’s voluntary financial contributions schedule for 2023, which includes an overview of what your contributions will contribute towards. This is provided to families prior to the end of the school year for planning purposes only. Payments can be made in Term 1, 2023.

**No payments are required in 2022**

Please note the requirement for families to directly purchase their stationery items for use in the classroom. Your stationery list is available from **KAKA Kids** School Supplies (see the attachment to this letter for full details). All orders must be completed online by the 9th December 2022. All stationery will be delivered directly to the school, in readiness for the 2023 school year.

**Financial Support for Families**

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

* The Camps, Sports and Excursions Fund provides payments for eligible students to attend camps sports and excursions
* State Schools Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate
* Individual payment plans are available on request

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact George Danson (Principal) on 03 9583 8342, or email [le.page.ps@education.vic.gov.au](mailto:le.page.ps@education.vic.gov.au)

**Payment methods**

Statements will no longer be distributed at the beginning of the year to families, instead all information regarding financial contributions will be communicated through Compass.

There are a number of options available through the school:

QKR family payment app to be confirmed.

BPAY (please contact the school to obtain your unique BPay Code)

EFTPOS facility (at the school office or over the telephone).

Cash (paid at the school office)

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

**Refunds**

Parent request 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 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.

Yours sincerely,

**George Danson Emma Doble**

**Principal School Council President**

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| --- | --- |
|  | Amount |
| Classroom consumables, materials & equipment   * Visual Arts ($30) – paint, crayons, canvas, glitter, coloured paper, glue, materials, wood, beading * Science & Technology ($20) – craft materials, supplies for experiments, cooking ingredients, gardening supplies, sustainability consumables * Mathematics ($10) – numeracy supplies * English ($40) – readers, display books, plastic tubs, Fountes and Pinnell Benchmarking * Classroom Supplies ($50) – paper, markers, pouches, USB’s, pencils, sticky tape, Blutac, construction materials * Sports $10) – equipment for classroom * Performing Arts ($15) – performance materials over & above the standard curriculum * Culture/LOTE ($10) – Consumable materials including cooking ingredients. * Extraordinary printing costs for student presentations ($15) | $170.00 |
| Online Subscriptions – Digital and Assessments   * Maths Online ($17) * Wushka ($10) * Essential Maths Assessment ($10) * Essential English Assessment ($10) * PAT Testing ($20) * Fountes and Pinnell Benchmarking ($8) * Leader In Me ($45) | $120.00 |
| ICT Devices – provision of devices from the shared classroom sets ($10) | $10.00 |
| Photocopying and printing of worksheets and learning materials | $10.00 |
| **Total Curriculum Contributions** | **$310.00** |
| Whole school events   * *Athletics carnival - entry and transport (TBA in 2023)* * *Cultural day (TBA in 2023)* | $ |
| **Other Contributions -** for non-curriculum items and activities | **Amount** |
|  |  |
| First aid equipment & Sick Bay Upgrade (please nominate an amount to donate) | $ |
| School grounds maintenance and improvements (please nominate an amount to donate) | $ |

**Educational items for students to own**

Attached is a list of classroom stationery items that the school recommends you purchase from *KAKA Kids School Supplies* for your child for 2023.

After placing your order the supplier will deliver all student stationery directly to each classroom and then teachers will distribute these to students on the first school day in 2022. Each stationery pack will include named labels for each student. Orders for stationery are due by ***FRIDAY 9th DECEMBER 2022.***

**Extra-Curricular Items and Activities**

Le Page 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. If parents choose to access them for students, they are required to pay for them. These include senior sport, all incursions and excursions, camps and our swimming program.

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| --- | --- | --- |
| **Extra-Curricular Items and Activities** | **Amount** |  |
| School Camp/s 2023 | TBA |  |
| Interschool Sports program 2023 | TBA |  |
| Other Excursions and Incursions provided 2023 | TBA |  |
| **Total Extra-Curricular Items and Activities will be advised separately in 2023** | |  |

### Financial Support for Families

Le Page 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 School’s Relief Fund (SSR)

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

George Danson

Ph: 03 9583 8342 | Email: [Le.page.ps@education.vic.gov.au](mailto:Le.page.ps@education.vic.gov.au)

**Total**

|  |  |
| --- | --- |
| **Category** |  |
| Curriculum Contributions | $ |
| Other Contributions | $ |

### Payment methods

### Cash, EFTPOS, BPAY, Direct Credit, QKR (TBC)

**parent PAYMENTS policy**

**ONE PAGE OVERVIEW**

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| --- | --- |
|  | 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. |

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|  | 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). |

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| --- | --- |
|  | 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. |

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| Icon  Description automatically generated | 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. |

