



# Shepparton East Primary School

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Dear parent/guardian,

Shepparton East Primary School is looking forward to another great year of teaching and learning and would like to advise you of Shepparton East Primary School's voluntary financial contributions 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. 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:

- Purchase art and physical education equipment and resources
- Offer a wide range of subjects and special curriculum experiences for our students across all year levels
- Refurbishment of school grounds with a particular focus on our Memorial area

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

Yours sincerely,

Stacey Willaton  
Acting Principal

David Fox  
School Council President

| <b>Educational items for students to own</b>  |               |
|---|---------------|
| <p>Attached is a list of items that the school recommends you purchase from one of the following options for your child to individually own and use:</p> <p><b><u>Option A:</u></b></p> <p>Quick, easy and discounted purchase via JI Office and Education online portal of complete book pack with preferred items selected by your child's teacher. Simply log onto <a href="http://www.jiofficeproducts.com.au">www.jiofficeproducts.com.au</a>, click on the Student Booklist Icon, use the code <b>SE774</b>, select child's year level, enter child's name. Each child's order to be entered individually.</p> <p>Parents pay via credit card directly to JI Office and Education via their portal. Packs will be delivered to school to be picked up on Book Day 28<sup>th</sup> January 2022. Orders to be placed and paid via the portal by 10<sup>th</sup> December to guarantee delivery ready for the commencement of the year.</p> <p><b><u>Option B:</u></b></p> <p>Source your own book pack supplies from the supplied list from your own preferred supplier.</p> |               |
| <b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>   | <b>Amount</b> |
| <p><i>Classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• General classroom materials eg) paper, charts</li> <li>• Art – paint, crayons, clay, glitter, coloured paper</li> <li>• Literacy – classroom readers</li> <li>• Mathematics – dice</li> <li>• PE – replacement of equipment &amp; athletics affiliation</li> </ul>  | \$ 40         |
| <p><i>Online Subscriptions</i></p> <ul style="list-style-type: none"> <li>• See-Saw (P-2)</li> <li>• Litpro (3-6)</li> </ul>  | \$ 15         |
| <p><i>ICT Devices – shared classroom sets</i></p> <ul style="list-style-type: none"> <li>• Netbooks &amp; iPads (P-2)</li> <li>• Robotics (3-6)</li> </ul>  | \$ 5          |
| <p><i>Printing and photocopying of worksheets and learning materials</i></p>  | \$ 10         |
| <p><b>Total Amount Curriculum Contributions</b></p>   | <b>\$</b>     |

| <b>Other Contributions - for non-curriculum items and activities</b>   | <b>Amount</b> |
|--|---------------|
| School Sports Victoria membership – Sports Day   | \$ 10         |
| Student & Parent communication tool – Compass  | \$ 25         |
| Student wellbeing programs   | \$ 5          |
| First aid & hygiene  | \$ 15         |
| School grounds maintenance and improvements  | \$ 10         |
| <b>Tax deductible contributions</b>  |               |
| <b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure – Sporting Pavilion | \$            |
| <b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource   | \$            |
| <b>Total Amount Other Contributions</b>  | <b>\$</b>     |

### **Extra-Curricular Items and Activities**

Shepparton East 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.**

| <b>Extra-Curricular Items and Activities</b>  | <b>Amount</b> | <b>Purchase<br/>(Please tick)</b> |
|---|---------------|-----------------------------------|
| Reading Bag   | \$ 15         |                                   |
| Optional school camp <ul style="list-style-type: none"> <li>• Canberra (Yr 6)</li> <li>• Sovereign Hill (Yr 5)</li> <li>• Howqua (Yr 3 &amp; 4)</li> <li>• Kookaburra (Yr 1 &amp; 2)</li> <li>• Kidstown walk (Prep)</li> </ul> | TBA           |                                   |
| Optional Swimming (additional classes outside standard swimming and water safety program)   | TBA           |                                   |
| Other optional excursions/incursions to be scheduled  | TBA           |                                   |
| <b>Total Extra-curricular Items and Activities</b>  |               | <b>\$</b>                         |

### **Financial Support for Families**

Shepparton East 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 Healthcare Card holders)
- 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:

Julie Williams (Business Manager)

Ph: 03 5829 2426 | Email: Shepparton.east.ps@education.vic.gov.au

### **Total**

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

### **Payment methods**

- Cash
- Eftpos
- Cheque – payable to Shepparton East Primary School
- Direct Deposit – BSB: 063-527 A/c No: 00907665 A/c Name: Shepparton East PS  
(Please put family name and payment reason in the description)

### **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.

Refunds will usually be in the form of a credit on the family account unless the family is leaving the school.

# 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.