



Dear parent/guardian,

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

We appreciate that the past few years has been incredibly difficult for everyone, particularly for families experiencing financial hardship.

In light of this, the leadership team made the decision not to increase the Parent Payment Charge for the past four years.

Our staff put considerable effort into selecting the very best resources & materials for your child's learning needs and this comes with the experience of assessing suitability, durability and value for money. This includes stationery, bulk materials, online learning resources, etc. Items are trialled, tested and reviewed.

While all financial contributions are voluntary, the ongoing support from families ensures that our school can offer the best possible education and support for our students.

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

We want to thank you for all your support, whether that's through voluntary contributions, fundraising and or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Yours sincerely,

**PRINCIPAL** *Jim Burnside*

**SCHOOL COUNCIL** *Ange Ellis*



<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
<p><i>Student Consumable Materials</i></p> <p><i>Requisites and bulk materials used in the classroom such as paper, photocopying, resource sets in lieu of text books and resources</i></p> <p><i>(resource sets in lieu of text books and resources)</i></p>	\$50.00
<p><i>Student Information Technology</i></p> <ul style="list-style-type: none"> <li>• <i>AUSLAN</i></li> <li>• <i>Mathletics</i></li> <li>• <i>Reading Eggs</i></li> <li>• <i>Essential Learnings</i></li> <li>• <i>Collaborate using such platforms as Google Classroom</i></li> <li>• <i>Critical Thinking and Creativity to code and program eg. Beebots, Minecraft</i></li> <li>• <i>Communicate between teachers, parents and students using Google Classrooms</i></li> <li>• <i>Access online assessment, including NAPLAN, to inform learning and track progress</i></li> <li>• <i>Access intervention tools such as speech to text, phonic readers</i></li> </ul>	\$100.00
<p><i>Subject Student Materials</i></p> <p><i>Requisites and bulk materials used in specialist programs – Art, Environment, Music, Philosophy, STEM &amp; Language</i></p>	\$90.00
<p><i>Stationery Pack</i></p> <p><i>Consumables specific materials for each child such as pencils, crayons exercise books, scrapbooks, diaries/journals, erasers, rulers, and glue.</i></p>	\$90.00
<p><b>SUGGESTED TOTAL CONTRIBUTIONS</b></p>	<b>\$330</b>
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<p><b>ICT</b></p> <p><i>Technology is used in our classrooms to bring 21<sup>st</sup> Century learning skills to our students. While the school's budget provides infrastructure and some student devices, we rely on donations from our parents to provide additional lease payments.</i></p>	\$120.00
<p><b>PE</b></p> <p><i>A Physical Education donation of will go towards sport equipment and uniform upgrades</i></p>	\$30.00
<p><b>Grounds</b></p>	\$110.00



<i>A donation pays for mowing of the school grounds and repair of school facilities undertaken by a Handyman and includes school maintenance/repair tasks that cannot be done by parents at working bees</i>	
<p><b>School Assistance Fund.</b></p> <p><i>This fund is to provide optional items for families unable to purchase these items due to financial hardship. A suggested contribution of \$50.00 helps to ensure that all our students have the option of attending school camps and excursions and have the items they need for school.</i></p>	\$50.00
<b>Total Amount</b>	\$

## Extra-Curricular Items and Activities

The Patch 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.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<p><b>Optional Excursions and Incursions</b></p> <p>Excursions and Incursions are linked to the educational program and greatly enrich the learning experiences of our children</p>	<i>Payment required at the time of the activity</i>	
<p><b>Optional Camps</b></p> <p>Our camp program endeavours to promote the development of a child's independence and self-reliance skills, in addition to fostering such social skills as co-operation, tolerance, leadership and environmental awareness. *Payment plans available*</p>	<i>Payment required at the time of the activity</i>	
<p><b>Optional Swimming</b></p> <p>The program aims to develop water safety, confidence and swimming ability.</p>	<i>Payment required at the time of the activity</i>	
<p><b>Optional Year 3 – 6 Sports</b></p> <p><i>Many senior school students are involved in a variety of sporting events during the year which foster relationships with other schools and students in the district, and provide opportunities to develop sporting abilities, develop confidence and school pride</i></p>	<i>Payment required at the time of the activity</i>	
<p><b>Optional Year 5 only</b></p> <p>Year 6 Jacket</p>	<i>Payment required after sizing and</i>	



<i>Year 6 Shirt.</i>	<i>samples have been finalized in June</i>	
<b>Optional Year 6 only</b> <i>Graduation</i> <i>Public Speaking</i>	<i>Payment required at the time of the activity</i>	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF) Further information can be found at:
- <http://www.education.vic.gov.au/about/programs/health/Pages/csef.aspx>
- *State School's Relief*
- *Payment plans for Extra-Curricular Items and Activities*

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

Jim Burnside (Principal) or Karen Koelewyn (Business Manager)

Ph: 03 9756 7463 | Email: [the.patch.ps@education.vic.gov.au](mailto:the.patch.ps@education.vic.gov.au)

## Total

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$

## Payment methods

The Patch Primary School uses Qkr! By Mastercard for all payments. Should you have any difficulties using this system, please do not hesitate to contact the school office for assistance





## **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.*

# 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.