



Dear Parent/Guardian,

9th November, 2021

Parent Payments 2022

Kinglake Primary School is looking forward to another great year of teaching and learning and would like to advise you of Kinglake Primary School's voluntary financial contributions for 2022.

The Kinglake Primary School Council has approved the Parent Contributions for 2022 which fall within the new guidelines of the DET Parent Payment Policy. For further information on the Department's Parent Payment Policy please click on the following link <https://www2.education.vic.gov.au/pal/parent-payment/policy> or please see the attached last page.

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.

Underlying the success and quality of the wide-ranging academic and co-curricular programs available to all students of Kinglake Primary School, it is the financial support that ensures we have the necessary materials and facilities to run programs successfully. We have made every effort to keep parent contributions for items to a minimum. We also try to ensure that the contributions requested are affordable for all parents.

The Department has restructured the parent payment process which has meant that at a school level parents will now see the contribution requests under different category names and guidelines.

Within our school this support has allowed us to a wider offering of subjects and special curriculum experiences.

Our preferred payment method can be paid via EFTPOS or direct credit.

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

Yours sincerely,

Tracey Mroz
Acting Principal

Mark Gellatly
School Council President

Business Manager
Diana Cordi



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<ul style="list-style-type: none"> • Included but are not limited to; • Art – paint, crayons, canvas, glitter, coloured paper, glue, card, wood • STEM – ingredients, books, shared classroom materials • Mathematics – counters, dice, MAB, calculators, maths kits, book • English – guided reading material, home-readers, literacy games, targeted handwriting books, Soundwaves literacy books, covered paper, books • Classroom materials, pencils/pens, coloured pencils and textas, pencil grips, sharpener, rubber etc. • Inquiry - book • Sports – general sports equipment, ribbons, materials • Tissues and laminating supplies 	\$100.00
Online Subscriptions <ul style="list-style-type: none"> • Sound Waves • PM eCollection • My Numeracy (Essential Assessment) • Reading Eggs 	\$30.00
Printing and photocopying of worksheets and learning materials	\$5.00
Contributions towards the Swimming Program - The swimming/water safety program is part of the curriculum (with some funding allocated through the SRP)	TBA
Whole school events <ul style="list-style-type: none"> • Athletics carnival - entry and transport • Swimming carnival – entry and transport • Harmony Day • Book Week 	TBA
Other Contributions - for non-curriculum items and activities	Amount
<i>First aid equipment</i>	\$5.00
Contribution towards the schools’ grounds maintenance and improvements – maintenance person employed to maintain school grounds and provide facilities support.	\$30.00
Library fund. <i>A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.</i>	\$30.00
Total Amount	\$200.00



Extra-Curricular Items and Activities

Kinglake 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
Optional School Camps for Years 3-6	TBA
Optional Grade 6 Jackets	TBA
Optional Year 3-6 Interschool Sport program	TBA
Optional Athletics & Cross Country	TBA
Optional African Drumming / Dance Lessons	TBA
Optional Other incursions & excursions to be scheduled	TBA
Optional Year 6 day out / Graduation	TBA
Optional Foundation – Year 2 stay late and sleep over	TBA
Optional Life Education	TBA



Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- Individual payment plans approved by Business Manger
- Payment Plans for Extra-Curricular Items
- Second hand uniform
- State School Relief

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

Business Manager Diana Cordi 5786 1284 | Email: diana.cordi@education.vic.gov.au / kinglake.ps@education.vic.gov.au

Payment methods

Payment Options Include:

- Cash Enclosed in sealed envelope with this form.
- EFT Electronic Fund Transfer. Receipt number _____
(BSB: 063-855 Acct 1002 8740)
- EFTPOS at the Office.

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.