



Dear Parent/Carer

Fleetwood Primary School is looking forward to another great year of teaching and learning and wish to advise you of the 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 contributes to the programs we can offer.

Within our school, this support has allowed us to:

- Enhance digital learning opportunities
- Purchase additional IT devices for classroom use
- Offer a wide range of curriculum experiences for all students throughout the school
- Improve and beautify the school grounds and buildings
- Provide Breakfast Club and wellbeing groups

The following outlines Fleetwood Primary School's voluntary financial contribution list for 2023, which includes an overview of what your parent contribution will go towards.

**PLEASE NOTE PAYMENT OF 2023 VOLUNTARY CONTRIBUTIONS CANNOT BE ACCEPTED UNTIL THE 2023 SCHOOL YEAR BEGINS. PAYMENTS WILL BE ACCEPTED ON COMPASS**

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

Yours sincerely,

*Tobin Cuss  
Acting Principal*

*Amanda Chippett  
School Council President*

Curriculum Contributions	Amount
<ul style="list-style-type: none"> <li>Classroom consumables, materials &amp; equipment</li> <li>Online Subscriptions, including Mathletics, Essential Assessment</li> <li>Printing and photocopying of learning materials</li> <li>Specialist curriculum materials: Art, IT, Physical Education, LOTE</li> </ul>	\$150.00
Other Contributions	Amount
<ul style="list-style-type: none"> <li>Student wellbeing programs</li> <li>School grounds maintenance</li> <li>First Aid equipment</li> </ul>	\$15.00

### Educational items for students to own

Attached is a list of items that the school recommends you purchase from *Paperchase online portal* for your child to individually own and use.

### Curriculum Contributions

Items and activities that students use, or participate in, to access the Curriculum, including:

- Computer applications where our students have their own individual passwords
- Items that your child will use in the classroom to learn the essential curriculum such as art supplies, literacy and numeracy equipment, musical equipment, PE equipment, inquiry

### Other Contributions

Non curriculum items and activities that support the daily school operations.

### Extra-Curricular Items and Activities

Fleetwood 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. Details of these items and activities will be distributed throughout the year.

### Financial Support for Families

*Fleetwood 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)
- State Schools' Relief provides support to eligible families to purchase uniforms at a reduced fee

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

Melissa Miskowicz, Business Manager

Ph: 03 9705 2281 | Email: [fleetwood.ps@education.vic.gov.au](mailto:fleetwood.ps@education.vic.gov.au)

### Payment methods

Parent contribution payments are essential to continue to provide the quality of education at Fleetwood Primary School. Contributions can be made via Compass.

### 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.