



## Parent Payment Arrangements 2022

Dear Parent/Carer,

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

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

Yours sincerely,

*Craig Smith*

Craig Smith  
Principal

*Dana Stageman*

Dana Stageman  
School Council President

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><b>Classroom Consumables, materials and equipment</b> Includes all stationery items and classroom consumables required for the year. (Includes: Paper, pencils, scissors, folders, writing books, textas etc.) Please note: The School does not request parents to purchase these items separately.</p> <p><b>Specialist Class Consumables</b> Materials for Art such as glitter, coloured paper, cardboard, paint and craft materials. Materials for use in STEM such as notebooks, cardboard, coloured paper. Materials for use in P.E such as sports equipment. Materials for use in the Kitchen Garden Program.</p>	\$120
<b>Printing and photocopying of learning materials</b>	\$10
<b>ICT Devices – provision of devices from the shared classroom sets</b>	\$20
<b>TOTAL</b>	<b>\$150</b>
<b>Other Contributions</b>	We do not ask for any other contributions

Whittington Primary School continues to make every effort to keep the cost of items and activities to a minimum to ensure equal and affordable access for all of our students.

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

Whittington 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.

CSEF can be allocated for camps, excursions or similar activities for eligible families.

## **Financial Support for Families**

Whittington Primary School understands that some families may experience financial difficulty from time to time. If you are experiencing financial hardship, please contact the school to have a confidential discussion about payment options. Eligible families can also apply for financial support through the Camps, Sports and Excursions Fund.

## **Payment Methods**

Parents are able to make payments by cash or EFTPOS at the school 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.