

Orrvale Primary School

INSERT SCHOOL LETTERHEAD HERE) No. 3805

Dear Parent / Guardian,

Orrvale Primary School is looking forward to another great year of teaching and learning and would like to advise you of Orrvale 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. 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 meant that we are able to eg: offer a wider range of subjects and special curriculum experiences; enhanced digital learning opportunities as well as ongoing improvements to school grounds and facilities.

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

Yours sincerely,

Adam Brennan

PRINCIPAL

Emma Law

SCHOOL COUNCIL PRESIDENT

Principal: Adam Brennan – Assistant Principal: Kirsten Dickins

Orrvale Primary School [INSERT SCHOOL LETTERHEAD HERE] No. 3805

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Stationery Pack	\$40
Online Programs and subscriptions (Essential Assessment, PAT, Literacy Pro, Maths 300, iPad Apps)	\$40
Shared Classroom Resources (take home craft projects, electives, cooking ingredients)	\$80
Curriculum Materials (school sourced resources to support Art, Literacy, Maths, Science, Physical Education & Health, Languages, STEM)	\$90
SUB TOTAL CURRICULUM CONTRIBUTIONS:	\$250
Other Contributions - for non-curriculum items and activities	Amount
<i>General grounds & landscaping contribution</i>	\$50
<i>Building Fund – funds raised will go towards the refurbishment of the sports shed eg: flooring.</i>	\$50
Tax deductible contributions	
<i>School council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building Fund</i>	
Total Amount	\$

Principal: Adam Brennan – Assistant Principal: Kirsten Dickins

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Extra-Curricular Items and Activities

Orrvale 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.

OPTIONAL Extra-Curricular Items and Activities	Amount
<i>Camps, excursions and incursions as scheduled throughout 2024. The cost of these activities will be advised throughout the year. Please note that at the time of publishing these are the costs which will then be reviewed and finalised closer to the event and maybe subject to change.</i>	TBC
<i>GR. 2 SLEEPOVER</i>	\$15
<i>GR. 3 CAMP SEPT 2024</i>	\$335
<i>GR. 4 CAMP AUG 2024</i>	\$390
<i>GR. 5 CAMP OCT 2024</i>	\$380
<i>GR. 6 CAMP FEB 2024</i>	\$400
<i>EXC LEVY: \$30 PER STUDENT</i>	
<i>MAJOR EXCURSION PER YEAR LEVEL : \$40</i>	
<i>CSEF : \$125PER STUDENT IS AVAILABLE.</i>	
<i>PLS SEE ATTACHMENT FOR FURTHER INFORMATION.</i>	
<i>Swimming (F-4) : \$30</i>	TBC
<i>Yachting (5-6) : \$10</i>	TBC
Total Extra-curricular Items and Activities	\$

TOTAL:

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

Principal: Adam Brennan – Assistant Principal: Kirsten Dickins

Financial Support for Families

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

- CSEF is available to families who hold a current health care card or are on a Centrelink pension. Please refer to attached information.
- State Schools Relief is an organisation associated with schools who can supply new school uniforms and shoes to eligible students. Information is available at the office.
- Local community supports, including our Parents and Friends Club are sometimes available to help families suffering hardship.
- Second-hand uniforms if available. Please contact school.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact: Rachel Del Mastro [Business Manager]

Ph: 5829 2490 | Email: Rachel.DelMastro@education.vic.gov.au

Payment methods

Parents and guardians will be provided with early notification of annual payment requests (a minimum of six weeks' notice prior to the end of the previous school year). Reasonable notice will be given for any other payment requests during the year (i.e. Camps and additional excursions or activities) Costs will be kept to a minimum with payment requests / letters fair and reasonable.

There are several methods of payment available with our preferred method of payment through: **COMPASS PAY. Other payment methods available include EFTPOS, QKR, BPAY, direct deposit: 063 527 1014 5158 or cash / cheque.**

PARENTS PLEASE NOTE:

PAYMENTS SHOULD ONLY BE MADE IN 2024 AND NOT PRIOR.

THANK YOU

Principal: Adam Brennan – Assistant Principal: Kirsten Dickins

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. All refund requests must be made in writing eg: via email.

Where payment has been made for contributions and a student is exiting the school, a pro rata refund may be applicable less the cost of:

- Student stationery pack
- Replacing lost or damaged books or school owned resources.

Principal: Adam Brennan – Assistant Principal: Kirsten Dickins

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.