

2023 CURRICULUM CONTRIBUTIONS

Dear parent/guardian,

Tyabb Primary School is looking forward to another great year of teaching and learning and would like to advise you of Tyabb Primary School's 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 the programs we can offer.

Whilst we are provided with the funds to employ staff and manage the costs associated with school operations, we have always relied upon the support of parents to pay for equipment, resources and ground projects. We need this additional support to enhance the standard curriculum to ensure we are providing the best possible education for our students. This support enables us to offer a wider range of subjects, special curriculum experiences and provide the materials, resources and up to date equipment to provide rich and engaging learning experiences.

Within our school this support has allowed us to:

- Provide books in our library and maintain classroom libraries, allowing students to access engaging, high-quality literature.
- Continue to build a wide selection of guided reading books and home reading materials.
- Provide and maintain ICT equipment (iPads, laptops and smart boards) to ensure access to the latest technologies.
- Provide and maintain equipment and resources for learning areas (eg English, Maths and Inquiry) and to run our specialist programs such as Art, PE, Music, Science and Auslan.
- Continue to maintain and improve our school grounds to provide a safe and attractive outdoor environment with play equipment and special areas for our children to learn, rest and play. In 2023 we would like to purchase more seating and create outdoor learning areas.

We rely on your continued support and contribution to important curriculum areas and programs to provide the best education possible for your child/children. We don't just want to offer the standard curriculum; we want to offer the best education possible.

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

Yours sincerely,

Carole Howden
Principal

Extra-Curricular Items and Activities

Tyabb Primary School offers a range of items and activities that enhance or broaden the schooling experience of students and are over and above what the school provides in order to deliver the Curriculum. These are provided on a user-pays basis. The school informs and charges parents at the time of the activity.

Financial Support for Families

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

- Camps, Sports and Excursions Fund (CSEF)
- Families are invited to contact the school's Administration office to arrange a payment plan
- Centrepay by instalments through your Centrelink payments.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact the school office on 5977 4584.

Payment methods

Our preferred payment method is through the Sentral app or payment can be made by:

Cash, cheque, credit/debit card, direct deposit to schools account BSB 063-093 Account 10000917, BPAY and Centrepay.

Refunds

Our school will consider requests for partial or full refunds of payments made by parents on a case-by-case basis taking into account the individual circumstances.

Generally we will not be able to refund payments made for items purchased or costs that have already been paid where those funds have already been transferred to a third party. For example, camp costs when a child becomes unwell and cannot attend in circumstances where the payment has already been made or committed to a third party and no refund is available to the school. Where possible, we will make this clear to parents at the time of payment.

Refunds of less than \$50 will be processed as a credit note onto the family account. For refunds greater than \$50 the parent may choose to have the amount as a credit note on their account or be paid by direct deposit to their bank account.

Refunds are never to be paid by cash to the parent or the student or through the EFTPOS facility.

2023 CURRICULUM CONTRIBUTIONS

RETURN THIS FORM AND PAYMENT IN FULL BY 9TH DECEMBER 2022

Child's Name: _____ Grade 2022: _____

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><u>These contributions directly support a number of important curriculum areas and programs that we offer including:</u></p> <ul style="list-style-type: none">• Art – paint, crayons, canvas, glitter, coloured paper etc \$15• Humanities, Science, Inquiry Resources – consumables, project materials and equipment \$20• Mathematics – equipment eg MAB, Playing Cards, Trundle wheels, counters etc \$10• English – guided reading books, take home readers, dictionaries etc \$20• Languages - program resources \$5• Sports/PE – replacement of sporting equipment \$10• Music – replacement, maintenance and repair of musical instruments \$10• Classroom supplies – materials for projects, art / craft activities, themed celebrations \$20• Library – stationery; software, books \$10• Photocopying of worksheets and learning materials to learn in class and at home \$25	\$145
<p><u>Information and Communications Technology</u></p> <ul style="list-style-type: none">• Software and equipment needed to sustain and enhance our ICT program.	\$30
Other Contributions - for non-curriculum items and activities	Amount
<ul style="list-style-type: none">• School grounds maintenance and improvements.	\$25
<p>Total: Contributions</p> <p>Contribution to curriculum areas and programs (Art, English, Mathematics etc) and school grounds maintenance and improvements \$200.</p>	<p>Total Due</p> <p>\$ 200</p>

PAYMENT OPTIONS- PLEASE TICK YOUR PAYMENT METHOD

- SENTRAL (PREFERRED METHOD)** Log into the App and pay online using your credit card.
- EFTPOS** – please call into the office with your completed form.
- Cash** – please send cash in an envelope with your completed form.
- BPAY** – please contact the school (phone 03 5977 4584 or email: tyabb.ps@education.vic.gov.au) for your BPAY details and return your completed form).
- Direct Deposit** – BSB 063093 Account number 10000917. Please state your child's name and 'Booklist' as a reference and return the completed form.
- Centrepay** – please contact the school for your options.

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.