

# 2023 STUDENT REQUISITES AND CONTRIBUTIONS

Dear Parents/Carers,

The staff at Underbool Primary School are looking forward to an excellent year of teaching and learning and would like to advise families of the school's voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfill the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that Underbool Primary School can offer the best possible education and support for our students. On behalf of the staff, thank you for all your support, whether that's through fundraising or volunteering your time. This has made a significant difference to our school and the programs we can offer. This support has allowed us to;

- Continue to implement specialist programming across the whole school to further strengthen the delivery of the literacy and numeracy curriculum.
- Enhance digital learning opportunities through the purchase and upgrade of twelve new student laptop devices.

## FINANCIAL SUPPORT FOR FAMILIES

Underbool 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)\*
- The Conveyance Allowance\*
- Payment via installments

*\*The CSEF is available for eligible families. Families holding a valid-means tested concession card or temporary foster parents are eligible to apply. Application forms are available from the School Office or via the following web link; <https://www2.education.vic.gov.au/pal/camps-sports-and-excursions-fund/policy>*

*\*The Conveyance Allowance is available for eligible families. Families who live at least 4 kilometres from Underbool Primary School and are required to travel to school using a private vehicle may be eligible to apply. Application forms are available from the School Office or via the following web link; <https://www2.education.vic.gov.au/pal/conveyance-allowance/policy>.*

For a confidential discussion regarding accessing these services, or if you would like to discuss alternative payment arrangements, please contact Kate Pole (Office Manager):

Ph: 03 5094 6342

Email: [kate.pole@education.vic.gov.au](mailto:kate.pole@education.vic.gov.au)

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

Yours sincerely,

Jim Rinaldi

Principal

Kyra Nathan

School Council President

## 2023 STUDENT REQUISITES AND CONTRIBUTIONS

| <b>CURRICULUM CONTRIBUTIONS</b> - items and/or activities that students use, or participate in, to access the Curriculum.   | <b>AMOUNT</b>   |
|---|-----------------|
| <b>Foundation to Year 6 classroom consumables, equipment and materials:</b> <ul style="list-style-type: none"> <li>• Arts consumables</li> <li>• Science consumables</li> <li>• Mathematics – Maths Attribute Blocks (MAB)</li> <li>• English - Decodable readers</li> <li>• Sports equipment replacements</li> </ul> | <b>\$ 60.00</b> |
| <b>Foundation to Year 6 Online Subscriptions:</b> <ul style="list-style-type: none"> <li>• Student Literacy (i.e. Essential Assessment, Reading Eggs &amp; Reading Express)</li> <li>• Student Mathematics (i.e. Essential Assessment).</li> </ul>  | <b>\$80.00</b>  |
| <b>OTHER CONTRIBUTIONS</b> - for non-curriculum items and activities.   | <b>AMOUNT</b>   |
| Student Wellbeing Resources   | <b>\$20</b>     |
|   |                 |
| <b>Total Amount</b>   | <b>\$160</b>    |

### EXTRA-CURRICULAR ITEMS AND ACTIVITIES

Underbool 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.

| <b>EXTRA-CURRICULAR ITEMS AND ACTIVITIES</b>   | <b>AMOUNT</b> |
|--|---------------|
| <i>Camps, excursions and sporting activities are scheduled throughout 2023. The cost of these will be advised throughout the year.</i> | <b>TBC</b>    |
|  |               |

# 2023 STUDENT REQUISITES AND CONTRIBUTIONS

## TOTAL

| CATEGORY                              |       |
|---------------------------------------|-------|
| Curriculum Contributions              | \$140 |
| Other Contributions                   | \$20  |
| Extra-Curricular Items and Activities |       |

**PAYMENT METHODS** - via direct deposit to the Underbool Primary School Bank Account.

**BSB 063 732**

**Account Number 10029655 (REF: student or family name)**

# 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.