

**Bourchier Street Primary School
2024 Parent Payment Arrangements**

Dear Parent/Guardian,

Bourchier Street Primary School is looking forward to another great year of teaching and learning and would like to advise you of Bourchier Street Primary School's voluntary financial contributions for 2024.

Schools provide students with free instruction to fulfil the standard curriculum requirements 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 is 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 allowed us to continue to provide enhanced learning opportunities, rich experiences and a diverse range of resources for our students. Bourchier Street Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents. We are proud of the outstanding programs and learning environment we provide for all students. The School Council recognises the importance of requesting parent payments and contributions to maintain this high quality.

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

Yours sincerely,



**GARY D'ARMA
PRINCIPAL**

A handwritten signature in black ink, appearing to read 'Annie Manning'.

**ANNIE MANNING
SCHOOL COUNCIL PRESIDENT**

CURRICULUM CONTRIBUTIONS - ITEMS AND ACTIVITIES THAT STUDENTS USE, OR PARTICIPATE IN, TO ACCESS THE CURRICULUM	AMOUNT
<p>Classroom consumables, materials & equipment</p> <ul style="list-style-type: none"> • <i>Art – paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material, wood, beading</i> • <i>Science – ingredients, books, shared classroom materials</i> • <i>Paddock to Plate – Middle School</i> • <i>Mathematics – numeracy blocks, calculators, textbooks, stationery, maths kits</i> • <i>English – book boxes, class sets, novels, readers,</i> • <i>Classroom - pens, pencils, textas, glue sticks, writing, graph and scrap books, highlighters, post-it notes, folders, display books, scissors, rulers</i> • <i>Sports – equipment, ribbons, materials</i> • <i>Creative Arts/Music – instruments, dress-ups, games</i> • <i>Library – books, subscriptions</i> <p>Whole school events:</p> <ul style="list-style-type: none"> • <i>Athletics carnival</i> • <i>Fun Run</i> • <i>Harmony Day</i> • <i>Bike Ed</i> • <i>Colour Run</i> • <i>Swimming & Water Safety – Funded by the Department of Education & Training (DET)</i> <p>Online Subscriptions</p> <ul style="list-style-type: none"> • <i>Seesaw</i> • <i>Compass</i> • <i>Languagenut</i> <p>ICT & STEM –</p> <ul style="list-style-type: none"> • <i>STEM equipment and devices</i> • <i>Provision of iPads and devices from the shared classroom sets</i> <p>Printing and photocopying of worksheets and learning recourses</p>	<p style="text-align: right;">\$220</p>
<p>Total Curriculum Contributions</p>	<p style="text-align: right;">\$</p>

Extra-Curricular Items and Activities

Bourchier Street 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.

EXTRA-CURRICULAR ITEMS AND ACTIVITIES - OPTIONAL	AMOUNT	PURCHASE (PLEASE TICK)
Blue Book Bag	\$15	
School Camps		
Grades 3 Gundiwindi Camp – Wednesday 13 th to Friday 15 th March 2024	\$415	
Grades 4 Melbourne Camp – Wednesday 17 th to Friday 19 th April 2024	\$310	
Grades 5 Angahook Camp – Wednesday 20 th to Friday 22 nd March 2024	\$465	
Grades 6 Canberra Camp – Monday 25 th to Thursday 28 th March 2024	\$495	
Excursion Levy – which may include the following depending on year level: * Buses for all Local Excursions * Visiting Productions/Incursions * Interschool Sports * Winter Sports * Heritage Museum * Resilience Project * Mr Poole’s Farm Visit * Junior Sleepover * End of year break-ups which may include Swimming, Cinema, Buddy Breakups etc	\$80	
Total Extra-curricular Items and Activities		\$
OTHER CONTRIBUTIONS	AMOUNT	
Voluntary contributions for technology	\$	
Voluntary contributions for playground enhancement	\$	
Total Other Contributions		\$

FINANCIAL SUPPORT FOR FAMILIES

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

- Camps, Sports and Excursions Fund (CSEF)
- CentrePay
- State Schools’ Relief

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Gary D’Arma | Ph: 03 5821 3488 | Email: bourchier.ps@education.vic.gov.au

YOUR DETAILS:		AMOUNT
Student's name:	Year level	\$
Curriculum Contributions		\$
Extra-Curricular Items and Activities		\$
Other Contributions		\$
TOTAL		\$

PARENT NAME:..... PARENT SIGNATURE:.....

Payment methods

- EFTPOS
- Qkr! receipt number
- Cash

I authorise \$_____ to be charged to my Visa / MasterCard.

Details as follows:

NAME (as on card)																				
CARD NO:					-									-						
SIGNATURE																				
		VISA			MASTERCARD			EXPIRY DATE												____Month____Year

CENTREPAY OPTION

COMMENCE CENTREPAY (form attached)

I have completed the form and returned it to the Office so a deduction of

\$_____ (minimum is \$20 per student/Fortnight) from my Centrelink payment can be paid directly to the school for Parent Payments.

Signature:.....

CURRENT CENTREPAY

I currently have CentrePay arrangements in place and would like to continue to use this option for future Parent Payments

Signature:.....

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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.