



## Flowerdale Primary School

### Small Schools Are Great Schools

• 3377 Whittlesea Yea Road, Flowerdale VIC 3717  
• Phone: (03) 5780 1264 • Email: flowerdale.ps@edumail.vic.gov.au

## PARENT PAYMENT ARRANGEMENTS

Dear Parent

Flowerdale Primary School is looking forward to another great year of teaching and learning and would like to advise you of Flowerdale Primary School parent payment arrangements for 2021

Please find the fee schedule for your child attached. Please complete this form and return to the school by 5<sup>th</sup> of February so the school can prepare accordingly.

Flowerdale Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

### Parent Payment Charges

Essential Education items are those items or services that are essential to support the course of instruction in the standard curriculum program that parents or guardians are requested to pay the school to provide or may provide themselves, if appropriate.

These items may include:

- materials that the student takes possession of including text books, diaries and student stationery
- materials for learning and teaching where the student consumes or takes possession of the finished articles (e.g. art work, photography, cooking)

**Optional Extras** are those that are provided in addition to the standard curriculum program, and which are offered to all students. These optional extras are provided on a user-pays basis and if parents and guardians choose to access them for students, they will be required to pay for them.

These items include:

- School photographs.
- School camps, incursions or excursions
- Extra curricular programs or activities, eg BOITE

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State School Relief

## CONSIDERATION OF HARDSHIP

Any parent who is experiencing financial hardship can contact the Principal or Business Manager for assistance.

- Contact the school office to speak with the Business Manager about their financial situation and related difficulties in making payments.
- Detail can be given by phone, email or letter.
- Contact will remain confidential at all times

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

*Sandra Horwood (Principal) or Cherie Graham (Business Manager)*

Ph: 03 5780 1264 | Email: [flowerdale.ps@education.vic.gov.au](mailto:flowerdale.ps@education.vic.gov.au)

## Payment Methods

- ✦ Cash / Cheque – Payment can be made at the office between 9am – 2pm
- ✦ BPay – BPay family reference number will appear on your Family Statement
- ✦ Student Account – Use pre-paid funds on student account
- ✦ At Flowerdale Primary School we do NOT have access to EFTPOS facilities.

Receipts will be issued to parents upon payment.

Reminders for unpaid essential education items or optional extras will be generated and distributed on a regular basis to parents/carers, but not more than once a month.

All records of payments or contributions and any outstanding payments by parents and guardians are kept confidential.

## Refunds

Should an event, activity or excursion be cancelled all payments will be refunded in full, or refunded to your student account to be used at a later date.

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

Yours sincerely,

*Sandra Horwood (Principal)*



*Casey Herweynen (School Council President)*



**Essential Student Learning Items**

Below is a list of items and activities which are essential for your child to learn the standard curriculum. You may choose to purchase these items through the school or provide your own. Please indicate which items you would like to purchase through the school on the table below:

Essential Student Learning Items	Amount Yr 3-6	Amount Yr F-2
Stationery pack for each individual student, includes: Exercise Books, Pens, Pencils, and other stationary items	\$80	\$70
Classroom Resources: Art Supplies, printing paper, laminating, cooking ingredients and share classroom requisites	\$20	\$35
Mathletics Subscriptions for individual students in years 3 to 6 only.	\$25	\$0
<b>TOTAL</b>	<b>\$125</b>	<b>\$105</b>

**Voluntary Contributions**

Flowerdale Primary School continues to welcome your voluntary contributions to support our school. Any amount is greatly appreciated

You can make a general voluntary contribution that goes towards all of our school’s important priorities for 2021 as well as providing additional activities and services for all students.

Voluntary Contribution suggested amounts	Amount	Amount	Amount	Nominated Amount
Voluntary Contribution	\$20	\$40	\$80	\$_____

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

**Parent Payment Charges**

Essential Student Learning Items	Yr F-2	Amount \$105
Essential Student Learning Items	Yr 3-6	Amount \$125

# Understanding Parent Payment Categories

## Schools

### What does the legislation say?

The Education and Training Reform Act (2006) provides for free instruction in the standard curriculum program to all students in government schools. The Act also empowers school councils to charge fees to parents for goods and services provided by the school to a child.

In the Act, a 'Parent' includes a guardian and every person who has parental responsibility for a child including parental responsibility under the Commonwealth Family Law Act 1975 and any person with whom a child normally or regularly resides.

### What do schools pay for as part of 'free instruction'?



Free instruction is the teaching staff, administration and the provision of facilities in connection with the instruction of the standard curriculum program, including reasonable adjustments for students with disabilities.

The standard curriculum for Years F-10 means implementation of the Victorian Curriculum F-10.

The standard curriculum for senior secondary schools means a program that enables a student to be awarded a VCE or VCAL qualification.

### What principles govern parent payment practice?

Educational Value | Access, Equity & Inclusion | Affordability  
Engagement & Support | Respect & Confidentiality | Transparency & Accountability

## Parents

### What may parents be asked to pay for?

#### Schools can request payment for Essential Student Learning Items



These are Items, activities or services that the school deems essential to student learning of the standard curriculum.

Where practical and appropriate, parents may choose to purchase items through the school or provide their own.

These may also be either:

#### Items the student takes temporary or permanent possession of

- e.g. textbooks, activity books, exercise books
- stationery, book bags
- student ID cards, locks
- cooking ingredients students will consume
- materials for final products that students take home (technology projects, build-your-own kits, dioramas)
- Picture Exchange Communication Systems

#### Activities associated with instruction that all students are expected to attend

- i.e. travel, entry fees or accommodation
- e.g. excursions, incursions, school sports, work placements



Parents can be asked to pay for items, activities and services in the three Parent Payment Categories:

Essential Student Learning Items, Optional Items and Voluntary Financial Contributions.

Schools determine how items, activities and services are classified within these categories based on the learning and teaching program of their school.

#### Schools can request payment for Optional Items

These are items, activities or services that are optional and are offered in addition to the standard curriculum.

Students may access these on a user-pays basis.

These may be either:

#### Items the student purchases or hires

- e.g. school magazines, class photos
- functions, formals, graduation dinners
- materials for extra curricular programs
- student accident insurance

#### Activities the student purchases

- e.g. fees for extra curricular programs or activities, such as instrumental music tuition
- fees for guest speakers
- camps, excursions, incursions, sports
- entry fees for school run performances



#### Items and/or materials that are more expensive than required to meet the standard curriculum

- e.g. use of silver in metal work instead of copper
- supplementary exam revision guides

Support for families experiencing hardship is available at every school and each school has a parent payment contact person. See your school's policy for more information.

For more information on Parent Payments and Personal Devices, visit the DET website at: [www.education.vic.gov.au](http://www.education.vic.gov.au)

#### Schools can invite Voluntary Financial Contributions for



- e.g. Building or Library fund (Tax deductible)
- Voluntary contributions for a specific purpose, such as equipment, materials, services.
- General voluntary contributions