

Monday 25th October 2021

Dear Parents/Carers,

Seaholme Primary School is looking forward to a more settled year of teaching and learning and would like to advise you of the voluntary financial contributions for 2022.

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 from 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 contributions, whether that's through donations, fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Seaholme Primary School makes every effort to keep contribution requests to a minimum and affordable for all parents, whilst providing a diverse and impactful learning experience for all children.

The School Council has determined and approved the Curriculum Contributions, Extra-Curricular Activities and Other Contributions for all students.

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

Collection of Book Packs

In 2022, each student in grades Foundation to 6 shall receive their own Stationery and Book Pack. Parents of students in all year levels are NOT required to collect Stationery and Book Packs as they will be delivered to the classrooms.

Yours sincerely,

Ashley Craig Principal

Andrea Kehoe School Council President

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum | Amount |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <p>Stationery and Book Pack</p> <p>Each child will receive their own Stationery and Book Pack that will contain some of the classroom materials required for the year. The Stationery and Book Pack will include items such as pencils, pens, glue sticks, scissors, exercise books, folders, document wallets, etc. An itemised list will be provided with the pack.</p> | \$50.00 |
| <p>Visual Arts</p> <p>Visual Arts materials, folios, workbooks, coloured paper, textiles, modelling and creative art materials including clay and glazes.</p> | \$25.00 |
| <p>STEM</p> <p>Workbooks and STEM consumable supplies and digital subscriptions.</p> | \$10.00 |
| <p>Performing Arts</p> <p>Workbooks and Performing Arts consumable supplies. Updating and purchasing new Performing Arts equipment (musical instruments, costumes, props, digital technology for recording purposes) for student use during Performing Arts lessons, lunchtime club and the school band.</p> | \$10.00 |
| <p>Physical Education</p> <p>Updating and purchasing new sports equipment for student use during Physical Education lessons, Interscholar Sports as well as for use during recess and lunch breaks.</p> | \$20.00 |
| <p>Swimming Program</p> <p>Annual swimming program for all students, further details to be provided.</p> | \$TBC |
| <p>Mandarin</p> <p>Workbooks and Mandarin consumable supplies and digital subscriptions.</p> | \$10.00 |
| <p>Online Subscriptions</p> <p>Subscriptions for Reading Eggs and Mathletics.</p> | \$30.00 |
| <p>ICT Devices</p> <p>The provision of devices from the shared classroom sets.</p> | \$50.00 |
| <p>Printing & Photocopying of Curriculum Learning Materials</p> | \$55.00 |
| <p>Total Amount</p> | \$260.00 |

| Other Contributions - for non-curriculum items and activities | Amount |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <p>Grounds Contribution (recommended per family)</p> <p>School Council believes it is very important that the school grounds are always kept neat, well maintained and safe for all children. A recommended voluntary annual contribution of \$30 per family will enable School Council to maintain the school grounds to a high standard without the need to conduct regular working bees.</p> | \$30.00 |
| <p>Air Conditioning Contribution (recommended once per new family)</p> <p>School Council elected to have air conditioning installed in all classrooms. The financing of this facility is the school's responsibility, as the Government does not provide funds for air-conditioning. Families new to the school are asked to contribute to this cost with a recommended voluntary 'once only' contribution of \$50.00 per family. This is a modest contribution, but a most important one in order to meet regular running costs.</p> | \$50.00 |
| Tax deductible contributions | |
| <p>Building Fund Donation</p> <p>The Seaholme Primary School Council has set up a Building Fund that has a Deductible Gift Recipient status with the Australian Taxation Office. This means that the school is now able to accept donations from parents and organisations, specifically for the School Building Fund, which will be tax deductible for the donor.</p> | |
| Total Amount | \$80.00 |

Educational items for students to own

Below is a list of items that the school recommends you purchase for your child to individually own and use.

- Large box of tissues (to be shared in the classroom).
- Library Bag: a new lightweight bag suitable for library/swimming/sport/excursions has been approved by School Council and is available from our uniform stockists DCS Uniforms, or alternatively a shopping bag could be used.
- Art smock: an old shirt/dustcoat will do, although the smock does need to be waterproof to resist paint stains etc.

Extra-Curricular Items and Activities

Seaholme 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 | Amount |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <p>Foundation and New Students - Home Reader Bag</p> <p>Each child will require a Home Reader Bag. These bags are used to transport classroom library books, along with home readers to and from school. Hard copy parent communication is also put in this bag along with diaries when students are in the later years of primary school.</p> | \$10.00 |
| <p>Additional Extra-Curricular Items & Activities</p> <p>These items and activities are designed to enhance and broaden the educational experience of students, such as instrumental music, extension classes, camps, etc. The cost of these items will be communicated to parents/carers prior to the activity, should the school be able to offer these programs to students.</p> | \$TBC |
| <p>Excursion Contribution</p> <p>Incursions and excursions are provided to students to enhance and broaden their experience.</p> <p>For 2022 Foundation students only, we request families pay this amount up front.</p> <p>For 2022 Grade 1 to Grade 6 students, we request families do not pay this amount up front as there will be a credit on the family account from the unused portion of the 2021 Excursion Contribution. We may request payments later in the 2022 year, once these credits have been exhausted.</p> <p>A detailed list of all excursions will be available to parents/carers upon request at the end of the 2022 school year.</p> | \$120.00 |
| Total Extra-curricular Items and Activities | \$130.00 |

Total

| Category | |
|---------------------------------------|----------|
| Curriculum Contributions | \$260.00 |
| Other Contributions | \$80.00 |
| Extra-Curricular Items and Activities | \$130.00 |

Financial Support for Families

Seaholme Primary School understands that some families may experience financial difficulty. If, for any reason, you experience difficulty making payments please contact Ashley Craig, Principal or Oria Cozzolino, Business Manager on 9398 2806 to confidentially discuss support options and payment arrangements. Current supports in place include:

- The Camps, Sports and Excursions Fund (CSEF),
- An opportunity to purchase second-hand uniform, and
- Support from State School Relief.

If you have any questions in relation to the Parent Payments, please do not hesitate to contact Oria Cozzolino, Business Manager on 9398 2806.

Payment methods

Payments can be made via credit card, via the QKR! App, or EFTPOS at the office.

Please note:

- To minimise the risk to staff, and in keeping with the COVID precautions that have been implemented, no cash payments will be accepted.
- Payment for fees will not be taken on the morning of Monday 31 January 2022 as all staff will be focusing on transitioning all students from Foundation to Grade 6, quickly and safely into their classrooms.

Refunds

Effective from the 2022 school year, we will consider requests for partial or full refunds of payments made by parents on a case by case basis taking into account individual circumstances. In general, 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 or swimming costs; where a child becomes unwell and cannot attend and 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.



Seaholme Primary School Parent Payments 2022

Please complete this form and return it to the school via email seaholme.ps@education.vic.gov.au by Friday the 10th of December 2021 so the school can prepare accordingly.

Student Name: _____

Year Level (2022): _____

Payment Methods

Payments can be made via credit card, the QKR! App, or EFTPOS at the school office.

Please tick one.

Credit Card
QKR!
EFTPOS

Amount

Please tick the items for your child from the list below:

| | | | |
|--------------------------|----------|-----------------------------------------------------------------|--|
| | | Curriculum Contributions | |
| <input type="checkbox"/> | \$260.00 | Curriculum Contributions | |
| | | Other Contributions | |
| <input type="checkbox"/> | \$30.00 | Grounds Contribution (recommended per family) | |
| <input type="checkbox"/> | \$50.00 | Air Conditioning Contribution (recommended once per new family) | |
| | | Extra-Curricular Items and Activities | |
| <input type="checkbox"/> | \$10.00 | Foundation and New Students Reader Bag | |
| <input type="checkbox"/> | \$120.00 | Excursion Contribution (For 2022 Foundation Students Only) | |
| | | Tax Deductible Contributions | |
| <input type="checkbox"/> | \$ _____ | Building Fund Donation | |
| | \$ _____ | Total Amount | |

Credit Card Payment

Name on Card: _____

Visa / Mastercard
(Please circle one)

Card Number:

Total Amount: \$ _____

CCV 3 digits: (back of card)

Expiry Date: ____ / ____

Signature: _____

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.