



PARENTS PAYMENTS POLICY FEE SCHEDULE – 2024

Dear Parents, Guardians and Carers,

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

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 all for your support, whether that's through fundraising, volunteering your time at school or other ways you help us be the best we can be. This has made a huge difference to our school, our students and the programs we can offer.

This year we hope to continue with some significant restoration works and improvement of our buildings and grounds.

Within our school this support makes a significant difference to the quality of our programs. It has allowed us to-

- Continue to offer our students a broad range of experiences,
- Update our fleet of netbooks to ensure students have access to the latest technology
- Provide high quality learning supported by an excellent up to date range of resources in our classrooms and specialist lessons,
- Continue to update and replace our collection of home reading books,
- Offer extra curriculum activities such as Community Groups that inspire our students to follow their passions and connect with community,
- Subsidise whole school excursions and our water safety program,
- Develop and upgrade areas of our grounds to create new play and garden spaces.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read "Travis Pool", written over a horizontal line.

Travis Pool, Principal

A handwritten signature in black ink, appearing to read "Ryan Hemsley", written over a horizontal line.

Ryan Hemsley, President School Council

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount	Contribution (Please tick)
Classroom consumables, materials & equipment <ul style="list-style-type: none"> • Stationery – Scrapbooks, Project Books, Grid books, Pencils, Coloured pencils, Connector Markers, Glue Sticks, Sharpener, Eraser, Ruler, Plastic pockets • Art – paint, crayons, canvas, glitter, coloured paper, glue, card • Science – equipment upgrade • Mathematics – numeracy blocks • English – book boxes Sports – equipment, ribbons	\$ 80.00	<input type="checkbox"/>
Online Subscriptions <ul style="list-style-type: none"> • Mathletics • Reading Eggs • Essential Assessment 	\$ 45.00	<input type="checkbox"/>
Home Reading Journal/Diary	\$ 5.00	<input type="checkbox"/>
Printing and photocopying of worksheets and learning materials	\$ 20.00	<input type="checkbox"/>
Other Contributions - for non-curriculum items and activities		Amount
First aid equipment	\$ 10.00	<input type="checkbox"/>
School grounds maintenance and improvements	\$ 25.00	<input type="checkbox"/>
Tax deductible contributions – Building Fund		
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. e.g. \$50.00	\$	<input type="checkbox"/>
Total Amount		\$

Payment methods

Preferred payment method by electronic funds transfer to bank account details as listed or payments to the General Office by cash/cheque.

BSB: 063-093

A/c No. 10003317 Please reference family surname

Extra-Curricular Items and Activities

Malmsbury 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.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school office.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>Prep Activity</i>	\$ 10.00	
<i>Year 1/2 Camp – destination & cost to be confirmed</i>	\$ TBC	
<i>Year 3/4 Camp – Sovereign Hill (cost to be confirmed)</i>	\$ TBC	
<i>Year 5/6 Camp – Urban Camp (cost to be confirmed)</i>	\$ 320.00	
<i>Other optional camps and excursions to be scheduled</i>	TBA	
Total Extra-curricular Items and Activities		\$

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- options and flexible payment arrangements
- consideration to hardship arrangements in respect to payment requests is provided to families experiencing long term hardship or short term crisis on a confidential, case by case basis
- When the school identifies a family as possibly experiencing hardship, they will be approached in a sensitive manner and support offered.

Confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: *Travis Pool or Jan McIntyre*

Ph: 03 5423 2284 | Email: travis.pool@education.vic.gov.au jan.mcintyre@education.vic.gov.au

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 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.