

3<sup>rd</sup> February 2025

Dear parent/guardian/carer,

Newport Gardens Primary School is looking forward to another great year of teaching and learning and would like to advise you of our Voluntary Contributions for 2025.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. 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 through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

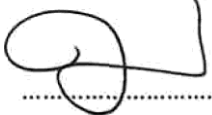
We continue to value your contributions in supporting our school programs and resources. These contributions assist us in providing items that students use to access the curriculum and allow us to continue to support our children in broadening their educational experiences. These funds also provide our year level and specialist teams with yearly budgets. Without parents paying these contributions it becomes challenging to provide all students with the appropriate curriculum stationary as well as access to our Online Platforms and year level resources such as Art, Science and IT supplies.

Your past contributions have enabled positive changes to our programs and implementations. The parent payment contribution allows us to facilitate a daily club program for our Year Prep - 6 children, ensuring they are well resourced. Our new outdoor classroom is becoming a promising method to increase engagement, providing our learners with an alternative to the traditional classroom space. The continued expansion of our school and classroom libraries with books and furniture as well as new sports equipment has only been possible with the contributions of our families.

The generosity of our school community will allow us to consolidate our digital portfolios on Seesaw, alongside the maintenance of our digital devices. Our Deductable Gift Recipient fund has enabled us to purchase quality literature which has a direct impact on student reading, engagement and instructional practices. This generosity is appreciated by all and without your valued contributions, many of these things may not be possible.

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

Yours sincerely,



Blayne Wallis  
Principal



Jordan Harris  
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum - GRADE 5 - 2025	Amount
<p>Year 5 classroom consumables, materials &amp; equipment</p> <ul style="list-style-type: none"> <li>Supplied Individual classroom supplies as listed – <b>(\$90.45)</b></li> </ul> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>Graphite Pencils Hb, Ruler Metric 300mm Clear, Tartan 1 Zip Pencil Case, School Eraser, Book A4 Ruled 128 Page, Glu Stik, Scissors, Ballpoint Pen Blue, Ballpoint Pen Red, Graph Book 10mm 96 Page, Sharpener 2 Hole, Colouring Pencils Pack 12, Fibre Tip Pens With 2 Tips 10, Highlighter Yellow, Highlighter Green, Exercise Book Feint Ruled 64 Page, Display Book A4 Refillable, Stripe Botany Book Stapled Ruled 96 Page, Protractor 180 Degrees, Document Wallet With Button, Mega Scrapbook 64 Page, post-it-notes, large eraser, whiteboard marker, fine liner pen wallet 15, visual art diary</p> </div> <ul style="list-style-type: none"> <li>Art – paint, crayons, canvas, glitter, coloured paper etc. <b>(\$60)</b></li> <li>Supplementary Student Stationary to be supplied throughout the year when needed –Coloured paper, doted thirds, scrap books, stickers etc... <b>(\$30)</b></li> </ul>	\$180.45
<p>Year 6 Online Subscriptions</p> <ul style="list-style-type: none"> <li>Mathletics (\$20)</li> <li>Reading Express (\$20)</li> <li>SeeSaw (\$20) – (Headphones with microphone are to be supplied by parents)</li> </ul>	\$60
Year Years 3-6 Student diary	\$8.95
<p>Year 5 Whole school events</p> <ul style="list-style-type: none"> <li>Athletics carnival - entry and transport (\$30)</li> <li>Year 5 Interschool sport – entry (\$20)</li> </ul>	\$50
<b>Total Amount</b>	\$299.40
Other Contributions - for non-curriculum items and activities – Grade 5 2024	Amount
Health & Hygiene Items include : tissues, sunscreen, hand sanitiser,	\$50
School grounds maintenance and improvements	\$50
<b>Total Amount</b>	\$100
Tax deductible contributions	
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource – <b>Contribution suggested amounts – \$50.00, \$100.00, \$150.00</b>	\$xx
<b>Total Amount</b>	\$

### Extra-Curricular Items and Activities

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 by *[date]*.

Extra-Curricular Items and Activities – Grade 5 2025	Amount	Purchase (Please tick)
2025 Camps/Excursions/Incursions/Activities on a user pay basis.	TBA	
<b>Total Extra-curricular Items and Activities</b>		<b>TBA</b>

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund (forms available at office)
- Payment Plans can be arranged for Camps/Excursions/Incursions (see office)
- **NO Payment Plans or Centre Pay can be arranged for Curriculum Contributions**

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

- Blayne Wallis  
Ph: 03 9391 2168 | Email: [Newport.gardens.ps@education.vic.gov.au](mailto:Newport.gardens.ps@education.vic.gov.au)
- Or Call the office.

STUDENT NAME : .....

**GRADE 5 - 2025**

**Total**

Category	
Curriculum Contributions	\$
Other Contributions	\$
Other Contributions – Library Fund (Tax Deductible)	\$
Extra-Curricular Items and Activities	\$ TBA
<b>Total Amount</b>	<b>\$</b>

**Payment methods**

Compass, Cash, Eftpos, Credit Card options are available.

STUDENT NAME : .....

**GRADE 5 - 2025**

Method of Payment – ☐ Cash ☐ Cheque ☐ Credit Card ☐ Visa ☐ Mastercard

Total amount to be paid : \$    Signature : _____	Card Number : ____/____/____/____
	Expiry Date : ____/____
	Name on Card : _____

# 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.