

4<sup>th</sup> November 2021

Dear parent/guardian,

Newport Gardens Primary School is looking forward to another great year of teaching and learning and would like to advise you of our 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 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. Recently, your contributions have enabled positive changes to our school site through the purchase of turf and new signage (which will include a new double-sided Electra sign for the front of our school) as well as contributions to the newly opened inclusive play-space outside of our grant from the Victorian School Building Authority.

The generosity of our school community will allow us to explore a new platform for digital portfolios next year, alongside the maintenance of our digital devices. Our Deductible Gift Recipient fund has enabled us to purchase quality literature for our school library as well as classroom libraries. 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 3 - 2022	Amount
Year 3 classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper (\$70)</li> <li>• Supplied Individual classroom supplies as listed – (\$46)</li> </ul> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">             Hexagonal pencil HB, soft scissor, ruler, tartan zip pencil case, exercise book dotted thirds 64 page, tri-grip coloured pencils, mega scrapbook 64 page, glu stik, graph book 48 page, connector marker pen assorted, pencil sharpener 2 hole, headphones black, whiteboard marker, visual art diary, highlighter chisel yellow, eraser large, Project Book dotted thirds, Highlighter Green, Ballpoint pens blue, Ballpoint pens red           </div>	\$116
Year 3 Online Subscriptions <ul style="list-style-type: none"> <li>• Mathletics (\$20)</li> <li>• Reading Express (\$20)</li> <li>• SeeSaw (\$20)</li> </ul>	\$60
Year Years 3-6 Student diary	\$8.50
Year 3 ICT Devices – provision of devices from the shared classroom sets	\$20
Year 3 Whole school events <ul style="list-style-type: none"> <li>• Athletics carnival - entry and transport (\$xx)</li> </ul>	\$20
<b>Total Amount</b>	<b>\$224.50</b>
Other Contributions - for non-curriculum items and activities – Grade 3 2022	Amount
Health & Hygiene Items include : tissues, sunscreen, hand sanitiser,	\$40
School grounds maintenance and improvements	\$40
<b>Total Amount</b>	<b>\$80</b>
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>	\$
<b>Total Amount</b>	<b>\$</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 – Gr 3 2022	Amount	Purchase (Please tick)
2022 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 3 - 2022**

**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 3 - 2022**

Method of Payment –  Cash       Cheque       Credit Card       Visa       Mastercard

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