



Teamwork • Respect • Honesty • Care

Goornong Primary School

P.O. Box 199, Goornong VIC 3557

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goornong.ps@education.vic.gov.au

PARENT PAYMENT POLICY 2023

Dear Parents,

Goornong 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 2023.

Please find the financial contributions schedule for 2023 on the following pages of this document.

The Contributions Schedule for the different year levels is colour-coded.	Grade Prep
	Grade One-Two
	Grade Three-Four
	Grade Five-Six

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

Within our school, this support has allowed us to offer a wide range of subjects and special curriculum experiences, enhance access to digital technology & digital learning experiences and update curriculum resources and hands-on-materials to enhance student learning.

For further information on the Department's Parent Payments Policy please see a one-page overview on page 3.

Yours sincerely,

Jason Cox

Principal



Rachel Mill

School Council President

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PAYMENT METHODS

	<p>This is our preferred method of payment.</p> <p>The school will provide you with a unique BPay reference on your statement at the beginning of the year.</p>
	<p>From 2023, Eftpos will available at the reception desk on the days that Jacinta works.</p>
<p>Cash</p>	<p>Parents are welcome to pay cash. The correct amount is appreciated.</p>
<p>Cheque</p>	<p>Please make cheques payable to Goornong Primary School.</p>

FINANCIAL SUPPORT FOR FAMILIES

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

- The Camps, Sports and Excursions Fund (CSEF).
- Flexible payment arrangements and financial assistance programs.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact the school principal, Jason Cox, on 5432 2236.

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 Departments Parent Payment Policy and Guidance, the 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.

CONTRIBUTIONS SCHEDULE – GRADE PREP

<u>GRADE PREP: CURRICULUM CONTRIBUTIONS</u>	Amount
Items and activities that students use, or participate in, to access the curriculum.	
Consumables for Cooking Program (Ingredients used in the food students prepare and eat).	\$ 10
Materials for Art (Paper, paint, glue, craft items etc).	\$ 15
MARC Library Van Levy	\$ 22
Online Learning Subscriptions <ul style="list-style-type: none"> ▪ Essential Assessment (My Numeracy). ▪ Raz Plus. ▪ Storybox Library. 	\$ 10
Curriculum-Related Excursions (transport and entry). (Bus travel and entry fees for curriculum related excursions: Palmers Gym Program, Prep-Two Excursion, Cross Country and Cluster Science Day).	\$ 78
Curriculum Contributions TOTAL	\$ 135

<u>GRADE PREP: EDUCATIONAL ITEMS</u>	Amount																																						
Below is list of items that the school recommends for your child to individually own and use. Please note that the school will purchase these items for students. These are provided to the students on the first day of the school year as part of their stationary pack.																																							
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For non-curriculum items and activities.	
Grounds Maintenance Levy <i>Please note that the Grounds Maintenance Levy is a voluntary levy to cover the cost of ground maintenance works needed over the year. If we did not have this Levy, each family would be rostered on and expected to do mowing and gardening etc. With this Levy we are able to employ someone to do this work.</i>	\$ 50
Other Contributions TOTAL	\$ 50

GRADE PREP: EXTRA-CURRICULAR ITEMS & ACTIVITIES	Amount
Goornong 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 standard curriculum. These are provided on a user-pays basis.	
End-of-Year Whole School Excursion	\$ 15
Swimming Program <i>Employment of AustSwim trained instructors to run Swim & Survive Schools Program, lifeguard and pool entry. (Term Four). In the past our school has been successful in gaining a Sporting Schools grant which provided a significant subsidy to the cost of the Swimming Program. We will pursue grant opportunities again in 2023.</i>	\$ 50
Extra-Curricular Contribution TOTAL	\$ 65

Grade Prep: Contributions Schedule	Due Date	Amount
Curriculum Contribution	Friday 27 th January 2023.	\$ 135
Educational Items	Friday 27 th January 2023.	\$ 50
Other Contributions	Friday 6 th April 2023.	\$ 50
Extra-Curricular Items & Activities	At least one month prior to the date of the event. The school will notify families of this date.	\$ 65
TOTAL		\$ 300

CONTRIBUTIONS SCHEDULE – GRADE ONE-TWO

GRADE ONE-TWO: CURRICULUM CONTRIBUTIONS	Amount
Items and activities that students use, or participate in, to access the curriculum.	
Consumables for Cooking Program (Ingredients used in the food students prepare and eat).	\$ 10
Materials for Art (Paper, paint, glue, craft items etc).	\$ 15
MARC Library Van Levy	\$ 22
Online Learning Subscriptions <ul style="list-style-type: none"> ▪ Essential Assessment (My Numeracy). ▪ Raz Plus. ▪ Storybox Library. 	\$ 10
Curriculum-Related Excursions (Bus travel and entry fees for curriculum related excursions: Palmers Gym Program, Prep-Two Excursion, Cross Country, and Cluster Science Day).	\$ 78
Curriculum Contributions TOTAL	\$ 135

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Educational Items TOTAL	\$ 50																																								

GRADE ONE-TWO: OTHER CONTRIBUTIONS	Amount
For non-curriculum items and activities.	
Grounds Maintenance Levy <i>Please note that the Grounds Maintenance Levy is a voluntary levy to cover the cost of ground maintenance works needed over the year. If we did not have this Levy, each family would be rostered on and expected to do mowing and gardening etc. With this Levy we are able to employ someone to do this work.</i>	\$50
Other Contributions TOTAL	\$ 50

GRADE ONE-TWO: EXTRA-CURRICULAR ITEMS & ACTIVITIES	Amount
Goornong 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 standard curriculum. These are provided on a user-pays basis.	
End-of-Year Whole School Excursion	\$ 15
Swimming Program <i>Employment of AustSwim trained instructors to run Swim & Survive Schools Program, lifeguard and pool entry. (Term Four). In the past our school has been successful in gaining a Sporting Schools grant which provided a significant subsidy to the cost of the Swimming Program. We will pursue grant opportunities again in 2023.</i>	\$ 50
Extra-Curricular Contribution TOTAL	\$ 65

Grade One-Two: Contributions Schedule	Due Date	Amount
Curriculum Contribution	Friday 27 th January 2023.	\$ 135
Educational Items	Friday 27 th January 2023.	\$ 50
Other Contributions	Friday 6 th April 2023.	\$ 50
Extra-Curricular Items & Activities	<i>At least one month prior to the date of the event. The school will notify families of this date.</i>	65
TOTAL		\$ 300

CONTRIBUTIONS SCHEDULE – GRADE THREE-FOUR

GRADE THREE-FOUR: CURRICULUM CONTRIBUTIONS	Amount
Items and activities that students use, or participate in, to access the curriculum.	
Consumables for Cooking Program (Ingredients used in the food students prepare and eat).	\$ 10
Materials for Art (Paper, paint, glue, craft items etc).	\$ 15
MARC Library Van Levy	\$ 22
Online Learning Subscriptions <ul style="list-style-type: none"> ▪ Essential Assessment (My Numeracy) ▪ Raz Plus. ▪ Storybox Library. 	\$ 10
Curriculum-Related Excursions (Bus travel and entry fees for curriculum related excursions: Palmers Gym Program, Prep-Two Excursion, Cross Country, and Cluster Science Day).	\$ 78
Curriculum Contributions TOTAL	\$ 135

GRADE THREE-FOUR: EDUCATIONAL ITEMS	Amount																																										
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Education Items TOTAL	\$ 50																																										

GRADE THREE-FOUR: OTHER CONTRIBUTIONS	Amount
For non-curriculum items and activities.	
Grounds Maintenance Levy <i>Please note that the Grounds Maintenance Levy is a voluntary levy to cover the cost of ground maintenance works needed over the year. If we did not have this Levy, each family would be rostered on and expected to do mowing and gardening etc. With this Levy we are able to employ someone to do this work.</i>	\$50
Other Contributions TOTAL	\$ 50

GRADE THREE-FOUR: EXTRA-CURRICULAR ITEMS & ACTIVITIES	Amount
Goornong 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 standard curriculum. These are provided on a user-pays basis.	
End-of-Year Whole School Excursion	\$ 15
Grade Three-Four Billabong Camp <i>(cost to be confirmed closer to the date of the camp)</i>	Approx. \$ 200
Swimming Program <i>Employment of AustSwim trained instructors to run Swim & Survive Schools Program, lifeguard and pool entry. (Term Four). In the past our school has been successful in gaining a Sporting Schools grant which provided a significant subsidy to the cost of the Swimming Program. We will pursue grant opportunities again in 2023.</i>	\$ 50
Extra-Curricular Items & Activities TOTAL	\$ 265

Grade Three-Four: Contributions Schedule	Due Date	Amount
Curriculum Contribution	<i>Friday 27th January 2023.</i>	\$ 135
Educational Items	<i>Friday 27th January 2023.</i>	\$ 50
Other Contributions	<i>Friday 6th April 2023.</i>	\$ 50
Extra-Curricular Items & Activities	<i>At least one month prior to the date of the event. The school will notify families of this date.</i>	\$ 265
TOTAL		\$ 500

CONTRIBUTIONS SCHEDULE– GRADE FIVE-SIX

GRADE FIVE-SIX: CURRICULUM CONTRIBUTIONS	Amount
Items and activities that students use, or participate in, to access the curriculum.	
Consumables for Cooking Program (Ingredients used in the food students prepare and eat).	\$ 10
Materials for Art (Paper, paint, glue, craft items etc).	\$ 15
MARC Library Van Levy	\$ 22
Online Learning Subscriptions <ul style="list-style-type: none"> ▪ Essential Assessment (My Numeracy) ▪ Raz Plus. ▪ Storybox Library. 	\$ 10
Curriculum-Related Excursions (Bus travel and entry fees for curriculum related excursions: Palmers Gym Program, Prep-Two Excursion, Cross Country, and Cluster Science Day).	\$ 78
Essential Student Learning Items TOTAL	\$ 135

GRADE FIVE-SIX: EDUCATIONAL ITEMS	Amount																																										
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<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Item</th> <th style="width: 20%;">Quantity</th> </tr> </thead> <tbody> <tr><td>HB Pencil Tradition</td><td style="text-align: center;">6</td></tr> <tr><td>BIC Economy medium blue</td><td style="text-align: center;">2</td></tr> <tr><td>BIC Economy medium red</td><td style="text-align: center;">2</td></tr> <tr><td>Faber Eraser large sleeve</td><td style="text-align: center;">2</td></tr> <tr><td>Pencil Sharpener metal double</td><td style="text-align: center;">2</td></tr> <tr><td>BIC Kids evolution colour pencils pk12</td><td style="text-align: center;">1</td></tr> <tr><td>Faber Connector Pens pk20</td><td style="text-align: center;">1</td></tr> <tr><td>Ruler 30cm Essential Wooden</td><td style="text-align: center;">1</td></tr> <tr><td>Bostik Blu Glue Stick 35gm</td><td style="text-align: center;">3</td></tr> <tr><td>Do it Senior Diary/Home reading journal</td><td style="text-align: center;">1</td></tr> <tr><td>Spirax 150, 100gsm, Bond Scrapbook (Chinese/Garden Science)</td><td style="text-align: center;">2</td></tr> <tr><td>Grid/Graph Exercise book 10mm Graph A4 48pg (Maths)</td><td style="text-align: center;">2</td></tr> <tr><td>Exercise A4 Dotted thirds A4 9mm. 64pg A4 Polyprop cover (Reading-2, Writing - 2)</td><td style="text-align: center;">4</td></tr> <tr><td>Choice Note Neon Sticky notes. 75cmX75cm pk5</td><td style="text-align: center;">1</td></tr> <tr><td>Wallet PP & Button A4 Yellow (Literacy)</td><td style="text-align: center;">1</td></tr> <tr><td>Wallet PP & Button A4 Blue (Maths)</td><td style="text-align: center;">1</td></tr> <tr><td>Scissors Staedtler 17cm</td><td style="text-align: center;">1</td></tr> <tr><td>Writer Project Book (Themes/Health-1 and Word Study-2)</td><td style="text-align: center;">3</td></tr> <tr><td>Exercise Book Eco 64 page 9mm (Writers Notebook)</td><td style="text-align: center;">1</td></tr> <tr><td>CVOS Highlighter wlt4 maped</td><td style="text-align: center;">1</td></tr> </tbody> </table>	Item	Quantity	HB Pencil Tradition	6	BIC Economy medium blue	2	BIC Economy medium red	2	Faber Eraser large sleeve	2	Pencil Sharpener metal double	2	BIC Kids evolution colour pencils pk12	1	Faber Connector Pens pk20	1	Ruler 30cm Essential Wooden	1	Bostik Blu Glue Stick 35gm	3	Do it Senior Diary/Home reading journal	1	Spirax 150, 100gsm, Bond Scrapbook (Chinese/Garden Science)	2	Grid/Graph Exercise book 10mm Graph A4 48pg (Maths)	2	Exercise A4 Dotted thirds A4 9mm. 64pg A4 Polyprop cover (Reading-2, Writing - 2)	4	Choice Note Neon Sticky notes. 75cmX75cm pk5	1	Wallet PP & Button A4 Yellow (Literacy)	1	Wallet PP & Button A4 Blue (Maths)	1	Scissors Staedtler 17cm	1	Writer Project Book (Themes/Health-1 and Word Study-2)	3	Exercise Book Eco 64 page 9mm (Writers Notebook)	1	CVOS Highlighter wlt4 maped	1	
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Educational Items TOTAL	\$ 50																																										

GRADE FIVE-SIX: OTHER CONTRIBUTIONS	Amount
For non-curriculum items and activities.	
Grounds Maintenance Levy <i>Please note that the Grounds Maintenance Levy is a voluntary levy to cover the cost of ground maintenance works needed over the year. If we did not have this Levy, each family would be rostered on and expected to do mowing and gardening etc. With this Levy we are able to employ someone to do this work.</i>	\$50
Other Contributions TOTAL	\$ 50


GRADE FIVE-SIX: EXTRA-CURRICULAR ITEMS & ACTIVITIES	Amount
Goornong 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 standard curriculum. These are provided on a user-pays basis.	
End-of-Year Whole School Excursion	\$ 15
Grade Five-Six Canberra Camp <i>(cost to be confirmed closer to the date of the camp)</i>	Approx. \$ 400
Swimming Program <i>Employment of AustSwim trained instructors to run Swim & Survive Schools Program, lifeguard and pool entry. (Term Four). In the past our school has been successful in gaining a Sporting Schools grant which provided a significant subsidy to the cost of the Swimming Program. We will pursue grant opportunities again in 2023.</i>	\$ 50
Grade 6 Graduation Dinner	Approx. \$ 25pp
Grade 6 Leadership Excursion to Melbourne	Approx. \$ 55
Grade 6 T-Shirts	Approx. \$25ea
Extra-Curricular Items & Activities TOTAL	Grade 5: \$ 465 Grade 6: \$ 570

Grade Five-Six: Contributions Schedule	Due Date	Amount
Curriculum Contribution	Friday 27 th January 2023.	\$ 135
Educational Items	Friday 27 th January 2023.	\$ 50
Other Contributions	Friday 6 th April 2023.	\$ 50
Extra-Curricular Items & Activities	<i>At least one month prior to the date of the event. The school will notify families of this date.</i>	Grade 5: \$ 465 Grade 6: \$ 570
TOTAL		Grade 5: \$ 700 Grade 6: \$ 805

MONITORING & REVIEW

The school's Parent Payment Policy is reviewed annually by school council. In setting parent payments, school council endeavours to ensure:

- That payments are affordable for families.
- That the school is able to offer its students the best learning opportunities possible.

Date Reviewed	17.10.2022	
Approved By	School Council	
Approval Authority (Signature & Date)		
Communication Procedures	<p><u>Parents</u></p> <ul style="list-style-type: none"> ▪ Mentioned in school newsletter. ▪ Via school website. 	<p><u>Staff</u></p> <ul style="list-style-type: none"> ▪ Via Induction Pack.
Next Review Date	October 2023	