



## PARENT PAYMENT ARRANGEMENTS 2022: KOONDROOK PRIMARY SCHOOL

Dear Parents and Carers

Koondrook Primary is looking forward to another great year of teaching and learning and would like to advise you of our school's voluntary 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 that is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

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

Koondrook Primary School makes every effort to keep parent contributions to a minimum by sourcing affordable items and activities for our students.

### Payment Methods

Items can be paid by **cash**, **cheque** or electronically via **direct deposit**.

**To pay by direct deposit, please complete the following steps:**

- \* **Clearly identify your family name.**
- \* **Account name: Koondrook Primary School Official Account**
- \* **BSB: 063542**
- \* **Account number: 10029491**

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund. Families holding a valid means-tested concession card are eligible to apply for CSEF (Camps, Sports and Excursions Funding). This funding assists eligible families to cover the costs of school trips, camps and sporting activities. Payments are \$125 per year for eligible primary school students, are made directly to the school and are tied to the student. Application forms will be distributed at the start of 2022.
- Access to **State Schools Relief** support via the principal to assist with uniforms and shoes.
- Welfare and support agencies that have established partnership arrangements with schools to provide further assistance to students and their families.
- Second-hand uniform - In order to support parents in meeting the costs of their children's education, the school sells second-hand school uniforms. Uniform costs are kept to a minimum.
- Staggering payments
  - Option A Full amount at the beginning of Term 1
  - Option B Quarterly payment at the beginning of each Term
  - Option C Half yearly payment (beginning of Terms 1 & 3)
  - Option D Other payment arrangements (please discuss this with the school).

For a confidential discussion about accessing support, or if you would like to discuss alternative payment arrangements, contact: Amanda Bradford (Principal) Ph: 03 54532428 or Email [Koondrook.ps@education.vic.gov.au](mailto:Koondrook.ps@education.vic.gov.au)

### Refunds

Our school will consider requests for partial or full refunds of payments made by parents on a case-by-case basis taking into account the individual circumstances. Generally, 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 costs when a child becomes unwell and cannot attend in circumstances where 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.

### Method of Reimbursement

Reimbursements will be processed by way of a credit being applied to the family account, unless alternative arrangements are made, which can be used for future activities. If the original payment was made with CSEF credit, this credit will be reapplied to the family account as CSEF credit.

### Department Parent Payment Policy

For further information on the Department's Parent Payment Policy, please see a one-page overview attached. The DET Parent Payment Policy is available to view on our school website and a copy can be requested at any time by contacting the school office.

We thank all parents in advance for your support,

Steven Ralston  
School Council President

Amanda Bradford  
Principal

The Parent Payment arrangements are reviewed and approved annually by School Council at the October meeting.

Parent Payment Overview

**Curriculum Contributions**

**Amount: \$160**

**Other Contributions**

**Amount: \$0**

**Extra-Curricular Items and Activities**

**Amount: To be advised**

**TOTAL: \$160**

**+ extra-curricular items and activities**

<b>Curriculum Contributions – items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
Classroom consumables, materials and equipment <ul style="list-style-type: none"> <li>• Integrated studies</li> <li>• Literacy</li> <li>• Numeracy</li> <li>• Science</li> </ul> Students' book packs including pens, pencils, rulers, scrapbooks, graph books, writing books, exercise books, journal books, diaries, display folders, markers, erasers, scissors, document wallets, writing paper, supplies for classroom/buddy cooking, classroom art and craft materials, materials for completing projects including paper, cardboard, paint and other materials.	\$50
ONLINE LEARNING SUBSCRIPTIONS: Contribution towards the cost of online learning including - <ul style="list-style-type: none"> <li>• Reading Eggs/Express</li> <li>• Mathletics</li> <li>• Essential Assessment</li> </ul>	\$30
ART (MACC): Consumable items include – <ul style="list-style-type: none"> <li>• Art paper, paints, workbook, craft supplies and materials etc</li> </ul>	\$40
LIBRARY (MARC): Consumable items include – <ul style="list-style-type: none"> <li>• Workbook, cover paper and some craft supplies</li> <li>• Contribution towards the cost of maintaining and purchasing books for the Library Van</li> </ul>	\$10 \$30
<b>Other Contribution – for non-curriculum items and activities</b>	<b>Amount</b>
NA	Nil
<b>TOTAL</b>	<b>\$160</b>

**Educational items for students to own**

It is recommended you purchase a pair of headphones for your child to individually own and use.

Art smock

Reader bag

### Extra-Curricular Items and Activities

Koondrook Primary 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><i>Primary School offers a range of optional items and activities throughout the year that could 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.</i></p> <p><i>Extra-curricular items and activities are optional item charges which may be requested as they arise during the year, including extra-curricular programs or activities, camps and excursions, in-school arts/music/artist visits, sports activities, school photos etc. The costs and payment for these activities will be advised throughout the year.</i></p>	
<p><b>* Extra-Curricular Activities:</b> A direct charge will be made to each student as and when required to cover the cost of excursions, visiting performers and special activities. This covers bus transport, entrance fees and other associated costs. Costs will vary depending on the activity. <b>These costs must be paid in full so that your child can have access to these extra-curricular activities as they are directly charged to the school.</b></p>	To be advised
<p>Swimming</p> <p>Entry fee \$2.50 per session if you don't have a pool membership</p> <p>Bus to swimming \$2.00 per trip</p>	
<p><b>Arts Council Performance P-6</b></p> <p><b>* School Camps:</b> A direct charge will be made to each student who participates in the camping program. The cost will vary depending on the year level of the child. <b>Camps must be paid in full so that your child can have access as they are directly charged to the school.</b></p>	\$10
<p><b>Year 5/6 Cluster Camp- 15 Mile Creek</b></p>	Approx. \$250 depending on the cost of the bus
<p><b>Year 3/4 Cluster Camp Billabong Ranch</b></p>	Approx. \$250 depending on the cost of the bus
<p><b>School Uniform:</b> A price list and order form is available from the office. Charges are set at cost price plus minimal postage and handling. Families experiencing hardship can work in partnership with the school to apply for State School Relief which helps with the cost of uniform. Please contact Judith for more information.</p>	A uniform price list and order form are available from the office.
<p><b>TOTAL</b></p>	\$ To be advised