

## WOORAGEE PRIMARY SCHOOL PARENT PAYMENT POLICY 2021

Dear Families,

*Wooragee Primary School* is looking forward to another great year of teaching and learning and would like to advise you of *Wooragee Primary School's* parent payment arrangements for 2021.

Please find the fee schedule attached. Please complete this form and return to the school by *Friday 12<sup>th</sup> March 2021* so the school can prepare accordingly.

*Wooragee Primary School* makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

### **Financial Support for Families**

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

- the Camps, Sports and Excursions Fund
- utilising the schools grants and community sponsorship to help enable attendance at camps and excursions

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

*Wendy Walker or Alicia Odewahn*

Ph: 03 5728 7255

Email: [wendy.walker.2@education.vic.gov.au](mailto:wendy.walker.2@education.vic.gov.au); [alicia.odewahn@education.vic.gov.au](mailto:alicia.odewahn@education.vic.gov.au)

### **Payment Methods**

*Cash payment on Wednesdays or Thursdays*

*Bank Deposit or Direct Debit*

*Wooragee Primary School Council*

BSB: 803070

Account: 48136

Account name: Wooragee Primary School Council.

### **Refunds**

*Please see business manager regarding refunds*

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

Yours sincerely,

*Alicia Odewahn*  
PRINCIPAL

### Fee schedule

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. *Wooragee Primary School* also continues to welcome your voluntary contributions for 2021 for grounds maintenance and computer levy.

Please complete this form and return to the school by 31.03.21 so the school can prepare accordingly.

### Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum. You may choose to purchase these items through the school or provide your own. Please indicate which items you would like to purchase through the school on the table below:

| Essential Student Learning Items   | Amount       |
|--|--------------|
| All student learning materials- workbooks, handwriting texts, stationary materials | \$35         |
| SAKG Program levy (\$50 per term, 2 course lunch provided each week)               | \$200        |
| <b>TOTAL</b>   | <b>\$235</b> |

### Optional Items

*Wooragee Primary School* offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child. If you would like to purchase an item or activity for your child, please indicate on the table below.

| Optional Items   | Amount               |
|--|----------------------|
| <i>Camps and excursions as scheduled throughout 2021. The cost of these excursions will be advised throughout the year</i> | <i>To be advised</i> |
| <b>TOTAL</b>   | <b>\$</b>            |

### Voluntary Contributions

*Wooragee Primary School* continues to welcome your voluntary contributions to support our school.

You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students.

Alternatively, you can make a voluntary contribution to any of the specific priorities outlined in the table below:

| Voluntary Contribution                                      | Tax deductible? | Suggested Voluntary Contribution per family | Amount |
|---|-----------------|---|--------|
| <i>Grounds Maintenance (mowing, spraying, weeding, etc)</i> | <i>Yes/No</i>   | <i>\$60</i>                                 |        |
| <i>Laptop/iPad program</i>                                  | <i>Yes/No</i>   | <i>\$100</i>                                |        |

|              |  |  |    |
|--------------|--|--|----|
|              |  |  |    |
| <b>TOTAL</b> |  |  | \$ |

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

**Parent Payment Charges**

|                                  |              |              |
|----------------------------------|--------------|--------------|
| Essential Student Learning Items | Amount       | \$235        |
| Voluntary financial contribution | Amount       | \$160        |
|                                  | <b>TOTAL</b> | <b>\$395</b> |

**EVALUATION**

This policy will be reviewed every 2 years.

| <b>Developed/ Reviewed</b> | <b>School Principal</b> | <b>Review date</b> |
|----------------------------|-------------------------|--------------------|
| March 2021                 | Alicia Odewahn          | February 2023      |

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW

The following is a summary of the main principles of the Parent Payments Policy:



### FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.



### PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

#### Essential Student Learning Items

- Items and activities which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own.

#### Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

#### Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.



### 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 obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.