



31st October 2023

Dear Parents/Guardians,

Ballarat North Primary School is looking forward to another great year of teaching and learning and would like to advise you of Ballarat North Primary School 's voluntary financial contributions for 2024.

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 organise and coordinate the best possible programs outside of the traditional teaching and learning classroom structure. These financial contributions assist us with the purchasing of art, music and physical education equipment and resources and the establishment and implementation of our Playground Masterplan.

Please find attached Ballarat North Primary Schools voluntary financial contributions schedule for 2024, which includes an overview of what your contributions will contribute towards. These payments are vital in allowing us to ensure appropriate resourcing of class programs for your child.

Stationery packs can be ordered and paid for online and will be delivered directly to school. Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of contributions for your child/ren.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read "Tegan Aquilina".

Tegan Aquilina
Acting Principal

A handwritten signature in black ink, appearing to read "Scott Kittelty".

Scott Kittelty
School Council President



Extra-Curricular Items and Activities

Ballarat North 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 Curriculum. These are provided on a user-pays basis. Details of these items and activities will be provided to students and families throughout the year.

Financial Support for Families

Ballarat North 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) for eligible students to attend camps and excursions
- State Schools' Relief
- Centrepay
- Payment plans for Extra-Curricular Items and Activities

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact our Business Manager, Fiona Jenkins 5333 3387, or email ballarat.north.ps@education.vic.gov.au

Educational items for students to own (Stationery Pack)

Please find attached a list of items that the school recommends for each individual student, with instructions on how to order online. Items can be purchased online from KaKa Kids School Supplies for your child to own and use. Individually named stationery packs will be delivered to **your child's** classroom before the start of the school year. All stationery items are carefully selected by the teachers for **their suitability for your child's use during their year** of studies. Each student is provided with the same stationery pack, making this method more equitable and easier for parents.

The school administration and School Council work very hard to provide parents with access to high quality, reasonably priced stationery. We aim for all families to purchase the stationery packs online with KaKa Kids School Supplies. Parents who do not wish to do so must consult the school about appropriate materials.

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 Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

2024 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE

Student Name: _____ Year Level: _____

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount per student
Art Consumables: Paint, crayons, canvas, coloured paper	\$20.00
Online Subscriptions: <i>(used daily in both Maths and English to support individual student learning plans)</i>	
Foundation, Year 1&2: Sunshine Online, Seesaw, Mathletics \$33.00	\$ _____
Years 3,4, 5 & 6: Seesaw, Mathletics \$27.00	
Other Contributions - for non-curriculum items and activities	Amount
Library – to help purchase library books	\$10.00
Student Wellbeing Programs – <i>To assist in the implementation of wellbeing programs across the school, such as Smiling Minds and Student Counselling</i>	\$20.00
Playground Masterplan Works /School grounds maintenance & improvements	\$20.00
Total Amount	\$ _____

Parent Payment Charges

Curriculum Contributions Total Amount _____

Other Contributions Total Amount _____

TOTAL \$ _____

I WISH TO PAY USING THE FOLLOWING METHOD: (Please ✓)





EFTPOS

CASH

CENTREPAY

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.