*Dear parent/guardian,*

*Langwarrin Primary School* *is looking forward to another great year of teaching and learning and* would like to advise you of *Langwarrin primary School*’s voluntary financial contributions for *2024.*

Schools provide students with free instruction to fulfil the standard curriculum requirements 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.*

*Within our school this support has allowed us to provide many extra programs and supports such as Food Science, THRIVE, schools sports, choir. As well as improving our facilities so that we can provide the best for Langwarrin children. e.g. a wider offering of subjects and enhanced digital learning opportunities.*

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

*Yours sincerely,*

*[Principal Signature Block]*

*[School Council Signature Block]*

|  |  |
| --- | --- |
| **Curriculum Contributions** - items and activities that students use, or participate in, to access the Curriculum | Amount |
| *Prep classroom consumables, materials & equipment** *Purchasing of Art supplies and resources*
* *Critical literacy resources (guided reading, take home readers, dictionaries etc)*
* *The maintenance and repair of musical instruments*
* *Sport equipment*
* *THRIVE Diary*
* *LOTE program resources*
* *Prep Printing and [photocopying of worksheets and learning materials*
 | $*80.50* |
| *Prep Online subscriptions** *Reading Eggs*
* *Mathletics*
* *Essential Assessment*
 | $*56.00* |
| *Prep Satchel* | $*12.00* |
| **Total Curriculum Contributions** | **$** |
|  |
| **Other Contributions -** for non-curriculum items and activities | **Amount** |
| The Arts Program Development – suggested amounts $25.00 or your nominated amount – Thank you | $ |
| The IT Program Development – suggested amounts $25.00 or your nominated amount – Thank you | $ |
| The Music Program Development – suggested amounts $25.00 or your nominated amount – Thank you | $ |
| The PE Program Development – suggested amounts $25.00 or your nominated amount – Thank you | $ |
| **Total Other Contributions** | **$** |
|  |

**Educational items for students to own**

*Attached is a list of items that the school* recommends you purchase from *Office National* for your child to individually own and use.

**Extra-Curricular Items and Activities – provided on a user-pays basis**

*Langwarrin Primary School* offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

*The cost of extra-curricular items and activities will be advised throughout the year.*

|  |  |
| --- | --- |
| **Extra-Curricular Items and Activities** | **Amount** |
| *Optional Prep excursions and incursions to be scheduled.*  | $*TBA* |
| **Total Extra-Curricular Items and Activities** | **$** |

**Financial Support for Families**

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

* the Camps, Sports and Excursions Fund
* *State Schools Relief (SSR)*
* *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, contact:

*Nicola Pepper*
Ph: 03 *9789 7346* | Email: *Nicola.pepper@education.vic.gov.au*

**Total**

|  |  |
| --- | --- |
| **Category** | **Totals** |
| *Curriculum Contributions*  | $148.00 |
| Other Contributions (Non tax deductible) (Tax deductible) | $ |
| Extra-Curricular Items and Activities | $ |
| **Total** | **$** |

**Payment Methods**

QKR

Please note the school does not accept cash.

### 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.

**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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
* Schools may invite parents to make a financial contribution to support the school.
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| --- | --- | --- | --- | --- |
|  | PARENT PAYMENT REQUESTSSchools can request contributions from parents under three categories:

|  |  |  |
| --- | --- | --- |
| Curriculum ContributionsVoluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum. | Other ContributionsVoluntary financial contributions for non-curriculum items and activities that relate to the school’s functions and objectives. | Extra-Curricular Items and ActivitiesItems 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.
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| --- | --- |
|  | 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.
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