

Dear Parent / Carer

DOCKLANDS PRIMARY SCHOOL PARENT PAYMENTS POLICY 2023

Docklands Primary School is looking forward to another great year of teaching and learning and would like to advise you of our Parent Payments Policy and voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you all contributions are voluntary. The Department of Education and Training have been working with schools throughout 2022 to strengthen the Parent Payments Policy to ensure there is transparency and consistency for all Victorian schools and families.

With these changes the following categories have been revised:

- Essential Student Learning Items has been renamed Curriculum Contributions
- Optional Items has been renamed Extra-Curricular Items and Activities
- Voluntary Contributions has been renamed Other Contributions

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

Please be assured Docklands Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents. A strategic goal of the school is to be recognised as one of the leading schools in Victoria ensuring every student is on the path to success. We are continually striving to achieve the best results and these contributions, which are approved by School Council, will allow us to provide extra programs and equipment. In 2022, our families supported the school in reaching a high level of parent payment contributions, which has enabled us to provide wonderful programs and opportunities for all our students.

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

- Camps, Sports & Excursions Fund (CSEF) provided by DET and is automatically paid to the school for families holding a valid means-tested concession card. CSEF application forms can be collected from school Reception.
- State Schools Relief to assist with clothing and uniforms.

For a confidential discussion about accessing these services or an alternative contribution plan please contact the Business Manager, Jan Selleck on 9067 0100 or email jan.selleck@education.vic.gov.au

DOCKLANDS PRIMARY SCHOOL

17 Little Docklands Drive,
Docklands VIC 3008

E docklands.ps@education.vic.gov.au

www.docklandsp.vic.edu.au

Payment Method

As we are a cashless school, Compass is the school's chosen payment method.

The Payment options are:

- Payment made via Compass using a valid credit/debit card on or before Tuesday 1 February 2023.
- Flexible payment arrangement via Compass is also available across two instalments using a valid credit/debit card on 1 February 2023 and 1 March 2023.
- Personalised flexible payment arrangements via Compass – arranged by contacting Jan Selleck, Business Manager

Refund Policy

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 any other relevant information.

We want to thank you for all your ongoing support which ensures that our school can offer the best possible education and support for our students. Your support has made a huge difference to our school and the programs we can offer.

Yours sincerely,



Adam Bright
Principal



Malika Chawla
School Council President

CURRICULUM CONTRIBUTIONS

Explanation of Charges

| Items and activities that students use, or participate in to access the Curriculum | Amount |
|---|-----------------|
| <p>Core Curriculum Consumables Items include:</p> <ul style="list-style-type: none"> • General classroom consumables, materials and equipment including stationery packs, printing and photocopying • English – student textbook, classroom and resource materials • Mathematics – student textbook and maths equipment • Humanities – student text | \$122.00 |
| <p>The Arts Consumables Items include: Coloured paper & card, modelling clay, oil pastels, paints, feathers, brenex squares, pipe cleaners, chalk, plastic bowls, crepe paper, flash cards, rewritable sleeves 1 x visual art diary, A3 Folio, paints, coloured paper, clay, craft consumables, plates, pom poms, pop sticks, adhesive and masking tape, string, water colours, acrylic paint</p> | \$35.00 |
| <p>Science Consumables Items include: Coloured squares, straws, blue tac, eraser Food ingredients, paper shapes, cardboard Student workbook Coloured pencils, markers, HB pencils</p> | \$23.00 |
| <p>Health & PE Consumables Items include: Sport equipment and resource materials</p> | \$15.00 |
| <p>Auslan Consumables Items include: Classroom consumables and materials</p> | \$10.00 |
| <p>Student Online Subscriptions Items include:</p> <ul style="list-style-type: none"> • Brainscape • Little Learners • Multi-Lit • Online Readers • Sounds Write e-Library | \$20.00 |
| <p>Technology Contribution to improvements and sustainability of the digital learning environment including technology infrastructure and devices.</p> | \$40.00 |
| <p>Curriculum Activities Curriculum-based incursions and excursions integrated to develop further understanding in English, Mathematics, Science Technologies, The Arts and Health & PE</p> | \$150.00 |
| <p>TOTAL:</p> | \$415.00 |

CURRICULUM & OTHER CONTRIBUTION PAYMENT FORM

Student Name: _____

Grade: _____

| Curriculum Contribution | |
|--|-----------------|
| Items and activities that students use, or participate in, to access the Curriculum. (See Curriculum Contribution Explanation of Charges) | \$415.00 |
| Total Curriculum Contribution | \$415.00 |

| Extra-Curricular Items and Activities | |
|--|-----|
| We offer 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 include Camps, Swimming & other Sports Events etc. The cost / payment of these events will be as the events arise and will be advised throughout the year. | TBC |

| Other Contribution | | | |
|---|-----------------------------------|-----------------------------------|--|
| Playground activations including a sandpit wall and other exciting interactive installations will be purchased with the contributions made by our families in 2023. | | | |
| <input type="checkbox"/> \$300.00 | <input type="checkbox"/> \$200.00 | <input type="checkbox"/> \$100.00 | <input type="checkbox"/> No Contribution |

| Payment Method |
|--|
| All Curriculum and Other Contributions can be paid via Compass, however, if you would like the school to process this payment on your behalf, please complete the details below and return this form to the Office. |

Authorisation:

I hereby authorise a charge in the amount indicated above to be made to my:



Visa



MasterCard

Name on the Card: _____

Account Number: _____

Card Expiry: _____ CCV: _____

Total Amount: _____

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.