



# Billanook Primary School No 5193.

“Believe in Yourself”

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## FOUNDATION - 2020 SCHOOL PARENT PAYMENTS

Dear Parent/Guardian,

25<sup>th</sup> October 2019

Billanook Primary School is proud to offer students many services and opportunities that surpass the minimum requirements. While we receive State Government funding to provide free instruction to deliver the standard curriculum, many enriched services rely directly on parents/carers making additional payments each year. We are grateful for the support given by our families' in order to respect and encourage that support, School Council reviewed the current Parent Payment policies at their October meeting, and would like to share with you a more specific breakdown of where these payments will go for 2020.

The Education and Training Reform Act 2006 provides for **instruction** in the standard curriculum program to be free to all students in government schools. School councils are responsible for developing and approving school-level parent payment charges and can request payments from parents<sup>1</sup> under three categories only- Essential Student Learning Items, Optional Items and Voluntary Financial Contributions.

There are three areas for which parents may reasonably be requested to make a payment or contribution:

- **Essential Education Items** parents and guardians are required to provide and pay the school to provide for their child (for example, stationery, text books, ID cards, school uniform)
- **Optional Education Items** materials for extra curricular subjects.
- **Voluntary Financial Contributions** parents/guardians may be invited to donate to the school.

Parents/guardians are responsible for ensuring that their children are provided with essential education items. The school makes every effort to keep the cost of items that need to be purchased at a minimum. Parents/guardians also have the option of providing essential education items themselves.

### **Excursions and Incursions**

Excursions and incursions are activities that Billanook Primary School deem essential to student learning of the standard curriculum and therefore expect all students to attend. For each school excursion/incursion, parents will be given details of the activity via Compass. The medical consent and excursion details form will need to be completed for each excursion by the nominated date on Compass. Students cannot leave the school on an excursion without written parental permission and excursion levy paid in full. All monies paid as an excursion/incursion levy will only be used for this purpose.

What if my child is absent?

- The entry cost associated with any excursion is fully refundable
- Bus travel costs are based on grades rather than individual costs and will not always be refundable
- Families travelling for extended times, such as a full school term, when notified in advance, will be repaid in full for missed excursions
- For children who are absent due to extended sickness a full reimbursement will be made. A doctor's certificate will need to be provided.

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<sup>1</sup> Parent' in the policy has the same meaning as in the *Education and Training Reform Act 2006*, which is: 'parent', in relation to a child, includes a guardian and every person who has parental responsibility for the child including parental responsibility under the *Family Law Act 1975* of the Commonwealth and any person with whom a child normally or regularly resides.

CSEF (Camps, Sport and Excursions Fund) will be provided by the Victorian Government to assist eligible families to cover the costs of school excursions/incursions, camps and sporting activities. If you hold a valid means-tested concession care card or are a temporary foster parent, you may be eligible for CSEF. The allowance will be paid to the school to use towards expenses relating to camps, excursions, or sporting activities for the benefit of your child. The annual CSEF amount per student will be \$125 for primary school students.

If you believe you are eligible to apply for CSEF please complete an application form or download a copy from [www.education.vic.gov.au/csef](http://www.education.vic.gov.au/csef) and return it to the school office with a copy of your valid concession card by June 26<sup>th</sup> 2020.

If you have any queries or require a personal payment plan, please make an appointment to speak to Michael Puddy (Principal) or Lani Hetheron (Business Manager) to discuss possible support options and flexible payment arrangements. Any information about your financial circumstances, payment arrangement or status will be kept strictly confidential. **A payment of 50% or a payment plan must be in place to receive a book package.**

We have the following options for 2020 Parent Payments.

Option A Full amount on Wednesday the 20<sup>th</sup> of November and take your child's book pack. Payments can be made by cash/cheque/Eftpos/Bpay/Compass payment. Payment Plans can be arranged at this time.

Option B Full amount payable by day Tuesday 28<sup>th</sup> January 2019. (12.30pm – 3.30pm only) Payments can be made by cash/cheque/Eftpos/Bpay/Compass payment. To receive a book pack on this day a payment of 50% or a payment plan must be in place to receive a book pack.

Payment Plans – Payment plans can be done through Compass via fortnightly payments to be finalised by the 1<sup>st</sup> of September 2020.

For any payments made through Compass, book packs will be sent home on the following dates.

- Wednesday the 27<sup>th</sup> of November 2019
- Wednesday the 4<sup>th</sup> of December 2019
- Wednesday the 11<sup>th</sup> of December 2019

**No Payments will be accepted or book packs sent home in the final week of school – the 16<sup>th</sup> – 20<sup>th</sup> December 2019.**

Yours sincerely,



Michael Puddy  
Principal



Mark Watson  
School Council President

## Billanook Primary School 2020 Parent Payment Charges - Foundation

### Essential Student Learning Items (require payment for)

Item	Specifications	Cost
Stationery & Bulk Items for children in their Foundation Year	<ul style="list-style-type: none"> <li>• Text books, activity books, exercise books, handwriting books, scrap books, My Alphabet book</li> <li>• Stationery including pencils, textas, glue sticks, erasers, etc</li> <li>• Red display book</li> <li>• Printed green take home folio</li> <li>• Clipboard</li> <li>• Cooking ingredients</li> <li>• Home reading diary</li> <li>• Investigation time supplies</li> </ul>	\$186.00
Materials provided for Specialist Programs where the students get to take home their finished work.	• Visual Arts Materials	\$12.00
	• German Materials	\$ 6.00
	• Music Materials	\$ 9.00
	• Physical Education Materials	\$ 7.00
Literacy Program	All students have access to "Reading Eggs" – children have their own log in details and is utilised at both school and home (yearly subscription)	\$11.00
Information, Technology and Communication (ITC)	Computers, laptops and iPads are used to support the course of instruction for the standard curriculum throughout all year levels. Our well-resourced and excellent computer program is serviced through lease arrangements and this co-contribution ensures all students have access to hardware.	\$75.00
Student Printing	Student Printing is an end product of student's work and is essential to support your child in all areas of the standard curriculum.	\$20.00
Excursion/Incursion Levy	Travel, entry fees and guest speakers	\$80.00
School Sports	Travel, entry and participation fee	\$15.00
<b>TOTAL COST OF ESSENTIAL STUDENT LEARNING ITEMS</b>		<b>\$421.00</b>

### Voluntary Financial Contribution/Donation (per Family)

Item	Amount
<p><b>One off donation for Grounds and Building Improvement</b></p> <p>Maintaining our grounds and buildings to a high standard and fulfilling the demanding obligations of OHS requires input from parents. We invite you to contribute \$60 per family towards Building and Grounds Improvement maintenance. This component of the payment is a '<b>PER FAMILY</b>' contribution to be paid at the beginning of the year. These funds will be used for working bee costs, urgent repairs, and wages for a qualified maintenance man to undertake necessary maintenance, repairs for the safety of the students, staff and parents in the school</p>	\$60.00

grounds. Due to our unique environment the funding we receive from the Department of Education for the maintenance and upkeep of school grounds is insufficient for our needs

## 2020 Parent Payment Charges Please return this form to the office.

Students Name: \_\_\_\_\_ Year Level in 2020: \_\_\_\_\_

Foundation payment in full \$421.00 per student

Voluntary Building and Grounds Donation \$60.00 (payment per family)

Total amount paid = \$ \_\_\_\_\_

When supplying Credit Card details book packs will be sent home with students unless Office Staff are advised

Cardholders Name: \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiry: \_\_\_\_\_ CCV: \_\_\_\_\_

Signature: \_\_\_\_\_

**Office Use Only**

Date of Payment

Payment Type                      Card                      Cash                      Cheque                      BPay

Credit card Payment Plan