

★ *Strive for Excellence* ★ *Take Pride* ★ *Act Responsibly* ★ *Respect Our Community*

## 2023 - GRADEs 1 – 6 EPSOM PRIMARY SCHOOL

Dear Parent/guardian,

Epsom Primary School is looking forward to another great year of teaching and learning and would like to advise you of Epsom Primary Schools voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that 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 your support has allowed us to continually provide comprehensive specialist programs and curriculum experiences through Art, science experiments, music equipment, Health, PE and Auslan. Our curriculum and community experiences include Book Week Incursion, Science Week, 100 and 300 night reading celebrations, Prep 100 days, Education Week, Sustainability program (worm farm, veggie patches) and constantly improving and updating technology to enhance our digital learning opportunities. We have a dedicated library which includes a modern library software system and new decodable readers to support our "Sounds Write" literacy program.

We take great pride in our school and school grounds and are always striving to upgrade and improve our outdoor spaces with play, sports areas and gardens.

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

Yours sincerely,



Julie Ladd  
Principal



Michael McIvor  
School Council President

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<i>Classroom consumables, materials &amp; equipment</i> <b>Classroom Curriculum Programs:</b> <ul style="list-style-type: none"> <li>• Book box sets and readers, additional teaching and learning resources</li> </ul> <b>Specialist Programs:</b> <ul style="list-style-type: none"> <li>• Art (paint, crayons, canvas, glitter, coloured paper)</li> <li>• Science (Resources and experiment supplies)</li> <li>• Mathematics (additional resources)</li> <li>• Music (additional music equipment and resources)</li> <li>• Auslan (reading materials, teacher and program resources)</li> <li>• Sports – equipment and resources</li> </ul>	\$ 90.00
<b>ICT Devices</b> – purchase of devices, service and maintenance	\$ 25.00
Printing and photocopying of worksheets and learning materials	\$ 10.00
<b>Whole School Events:</b> <ul style="list-style-type: none"> <li>• Book Week Performances and activities)</li> <li>• Science Week (activities and resources)</li> <li>• Education Week (activities and resources)</li> </ul>	\$ 25.00
<b>Total Curriculum Contributions</b>	<b>\$150.00</b>
<b>Other Contributions - for non-curriculum items and activities</b>	
	<b>Amount</b>
<i>School grounds maintenance and improvements</i>	\$ 25.00
<b>Tax deductible contributions</b>	
<b>Building fund</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (PLEASE NOMINATE YOUR CONTRIBUTION)	\$.....
<b>Total Amount</b>	<b>(PLEASE CALCULATE YOUR PAYMENT)</b>
	\$.....

### Educational items for students to own

Epsom Primary will be providing classroom materials (books, pens, stationary, classroom sets) for your child's use whilst at school and undertaking the provided curriculum. If you wish for your child/ren to be provided with additional stationary supplies that they will own you will need to purchase these supplies from a supplier of your choice.

### **Extra-Curricular Items and Activities**

Epsom 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.

Extra-curriculum activities such as incursions/camps and excursions will be detailed on compass for payment when the activity takes place.

**If you would like to purchase a Reader Bag with Epsom Primary School Logo or Library (Boomerang) bags or School Beanie these can be purchased through our online system QKR (please contact the office for a logon if you do not have one).**

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
School camp	TBA
Interschool sports program	TBA
Excursions/Incursions to be scheduled	TBA
<b>Total Extra-Curricular Items and Activities</b>	<b>TBA</b>

### **Financial Support for Families**

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

- the Camps, Sports and Excursions Fund
- Consideration of financial hardship
- Second hand uniform (when available)
- State school's relief

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact our Administration Team staff on 5448 4318 or Email: [epsom.ps@education.vic.gov.au](mailto:epsom.ps@education.vic.gov.au)

### **Refunds**

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis and in accordance with Epsom Primary School Refund Policy. 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.

# 2023 – GRADEs 1 – 6 EPSOM PRIMARY SCHOOL

## PAYMENT FORM

Category	Totals
Curriculum Contributions	\$ <b>150.00</b>
Other Contributions <span style="float: right;"><i>(Non-tax deductible)</i></span>	\$
<i>(Tax-deductible)</i>	\$
Extra-Curricular Items and Activities (USER PAY BASIS TBA AT TIME OF EVENT)	\$ TBA
<b>TOTAL</b> (Total amount from page 2)	\$.....

*Payments can be made via the compass app, EFTPOS at the office or deposit funds to the following bank account:*

**ACCOUNT NAME:** EPSOM PRIMARY SCHOOL  
**BSB:** 063880  
**ACCOUNT:** 10289796  
**REFERENCE:** Please use your child's surname & curriculum 2023

.....  
 Paid via Bank Deposit     Paid via Compass     EFTPOS (school)

**Family Surname:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student name:** \_\_\_\_\_

(Please return one form per child)

.....  
 For those families who use Centrepay or are in credit please sign below if you wish to use your existing credit and allocate \$150.00 for 2023 Curriculum Contributions

FAMILY NAME: \_\_\_\_\_ SIGNED: \_\_\_\_\_

STUDENT NAMES: \_\_\_\_\_

I **do/do not** wish to make a contribution to the school's maintenance and/or Building Fund (please circle)

Amount: \$.....contributed

# 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.