

PARENT PAYMENT ARRANGEMENTS

YEAR PREP



Dear Families,

Kingswood Primary School is committed to providing high quality programs and learning experiences for every child. Your contributions enable the school and its staff to provide a creative and inspiring educational program that extends beyond the standard curriculum. Whilst the school receives funding from the Department of Education (DET) for the delivery of the standard curriculum, this funding only covers the cost of the basic curriculum program which does not include the extra programs and resources that Kingswood is known for.

The DET has implemented changes to parent payment requests and as such the fee structure for next year is vastly reduced from previous years. As a result of these changes, School Council has had no choice but to create a new voluntary contribution called the 'Student Enrichment Contribution' to offset the shortfall that the school is going to experience as a result of these changes. Without this additional per child contribution the school may not be able to continue to offer the additional programs and resources that Kingswood is known for, such as; access to technology, the Stephanie Alexander Kitchen Garden Program, additional specialist classes, quality resources and additional educational supports.

Financial Support for Families

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

- Camps, Sports & Excursions Funding (CSEF) available to eligible parents/guardians
- State Schools Relief available for uniforms/footwear
- Local community supports – please arrange an appointment with Megan Franklyn (Acting Assistant Principal) to discuss options.
- Second hand uniform shop

Parents are advised to contact Catherine Palmer (Business Manager) about your financial situation and related difficulties in making payments. All communication regarding financial difficulties and hardship are confidential.

Payment Methods

Parents will be provided with notification of annual payment requests at the start of Term 4 each year. Reasonable notice will be given for any other payment requests during the year ie: excursions, incursions, camps and swimming.

Payment instalment options are available to all families at the school. 4 instalments are offered as follows:

- 1st instalment 30% on the 4th December 2020
- 2nd instalment 25% on the 12th February 2021
- 3rd instalment 25% on the 30th April 2021
- 4th instalment 20% on the 23rd July 2021

The following payment methods are available:

- Compass, EFTPOS/Credit Card payments, Cash, Direct deposit
- Personalised payment plan arrangement can be organised on request.

Refunds

Kingswood Primary School will consider requests for partial or full refunds of payments made by parents on a case-by-case basis taking into account the individual circumstances. Generally, we will not be able to refund payments made for items purchased or costs that have already been paid, where those funds have already been transferred to a third party.

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

Yours sincerely,

Aaron Cox

Principal

Bryan Elliot

School Council President

FEE SCHEDULE – YEAR PREP

The Kingswood Primary School Council is pleased to provide you with an overview of the approved Parent Payment Charges for 2021. You will receive a Course Confirmation through Compass for payment of these items. Please complete the Course Confirmation by **Friday 11th December 2020** so the school can prepare accordingly. If the course confirmation is not completed by this date we will be unable to guarantee supply of the student stationery pack.

Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum. You may choose to purchase the student stationery pack through the school or provide your own. Please do not select this item in the course confirmation if you wish to supply these items yourself. A breakdown of the items included in the stationery pack is attached.

Essential Student Learning Items	Amount
<i>Student stationery pack</i>	<i>\$54.35</i>
<i>Additional classroom resources and activities – includes but is not limited to exercise books, pens/pencils, cover paper, craft materials, laminating pouches, display folders, cooking ingredients, end of year class party/activity.</i>	<i>\$50</i>
<i>Performing arts incursion program including circus or dance, puppetry, and live performances</i>	<i>\$35</i>
<i>Japanese program resources including Japanese Day incursion with performers and activities</i>	<i>\$20</i>
<i>Visual arts program resources – includes coloured paper, cover paper, cardboard, paint, glitter, glue, clay and other craft materials.</i>	<i>\$15</i>
<i>Science program incursion</i>	<i>\$5</i>
<i>Mathletics Program</i>	<i>\$12</i>
<i>Essential Assessment Program</i>	<i>\$5</i>
<i>Bug Club Reading Program</i>	<i>\$8</i>
TOTAL	<i>\$204.35</i>

Voluntary Contributions

Kingswood Primary School welcomes your voluntary contributions to support our school. Without your generous contributions the school would not be able to provide the facilities and resources that we are known for.

Voluntary Contribution	Tax deductible?	Suggested Voluntary Contribution per student	Amount
<p><i>Student Enrichment Contribution</i> Your contribution will help support the cost of additional programs along with the purchase of resources such as technology that are above what is considered part of the basic provision of the school curriculum.</p>	No	\$150	
<p><i>Fundraising Contribution</i> Your contribution will be utilised by the school to fund a project specifically for the benefit of the students. Previous projects have included the redevelopment of the quadrangle area. Input will be sought from the School Council to assist in determining future projects.</p>	No	\$100	
<p><i>Library Fund – Used to purchase library books and resources</i> Your contribution will assist with the purchasing of new books and resources for our library. \$50 will ensure the library is equipped with high quality and current reading materials, however, any amount will be greatly appreciated.</p>	Yes	\$50	
<p><i>Building Fund – Used to upgrade buildings and facilities</i> Your contribution will assist with maintaining our investment in school buildings. \$100 will ensure we can continue to maintain and upgrade our facilities; however, any amount will be greatly appreciated.</p>	Yes	\$100	
TOTAL			\$400

Optional Items

Kingswood Primary School offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child. Most of these items/activities will be charged throughout the year. The table below will provide an example of the anticipated costs for these activities/items.

Optional Items	Amount
<i>Swimming lessons</i>	\$95
<i>Year level excursions/incursions</i>	\$60
<i>School Yearbook</i>	\$20
<i>Whole School Footy Day</i>	\$5
TOTAL	\$180

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW

The following is a summary of the main principles of the Parent Payments Policy:



FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.



PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

Essential Student Learning Items

- Items and activities which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own.

Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.



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 obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.



STATIONERY PACK

PREP

LINE	QTY	ITEM
1	1	DOCUMENT WALLET SLIMPICK BLUE
2	1	DOCUMENT WALLET SLIMPICK GREEN
3	3	EXERCISE BOOK A4 WRITER PREMIUM 18MM RULED 48PG
4	3	GLUE BOSTIK GLU STICK 35GM
5	1	LABELS PERSONALIZED ASSORTED SIZE AND COLOURS PK (A4 SHEET)
6	1	MARKER FABER CONNECTOR WALLET 12
7	8	PENCIL FABER JUNIOR GRIP 2B
8	4	PENCILS COLOURED FABER TRI GRIP SUPER THICK 3.8MM LEADS PK10
9	1	SCISSORS STAEDTLER NORRIS CLUB SAFETY 14CM
10	4	SCRAP BOOK BEST BUDDIES MINI 100GSM 64PG
11	4	SCRAP BOOK CONTRAST COLORFUL CRITTERS 100GSM 64PG
12	3	STORY BOOK WRITER PREMIUM 18MM RULED 330X240MM 64PG
13	1	TAKE-HOME READING DIARY
14	1	WHITEBOARD DOUBLE SIDED MAGNETIC 25 x 21CM
15	1	WHITEBOARD ERASER STAEDTLER - MAGNETIC MINI 40X70X15MM

TOTAL **\$54.35**