



Dear Parent/Guardian,

- Kingsley Park Primary School is looking forward to another great year of teaching and learning and would like to advise you of Kingsley Park's voluntary financial contributions for 2023.
- Schools provide students with free instruction to fulfil the standard Victorian curriculum 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's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

All parent payments and financial contributions support the effective functioning and objectives of the school including the enhancement of student learning, aspirations and wellbeing, promote access, equity and inclusion for all students and are affordable and proportionate to the needs of the school.

Extra-Curricular Items and Activities include non-curriculum-based school events, non-curriculum materials such as school magazines, optional excursions and camps, optional sporting or music programs and optional items and materials above and beyond what the school provides for free in order to deliver the Curriculum.

The environment and resources that we enjoy today represent the contributions made by our Parent / Guardian community over many years. Parent / Guardian voluntary contributions have made significant difference to the quality of our programs and resources. This financial support ensures that we can continue to provide an excellent range of facilities and resources for your children.

Your support in 2023 will continue to allow us to:

- Provide high quality programs and specific subject materials and equipment for: English, Mathematics, STEM, Art, Performing Arts, Inquiry Units, Auslan and PE
- Maintain and develop the school grounds and playgrounds
- Ensure the upkeep of our computer devices to enhance learning opportunities
- Maintain sufficient class sets of books for students to develop student reading skills
- Provide hands on maths equipment i.e.: materials for teaching purposes
- Facilitate Literacy and Mathematics online digital subscriptions
- Deliver a range of sporting equipment
- Arrange for individual student supplies and class bulk supplies
- Offer effective First Aid for all students.

Please find below Kingsley Park Primary School's voluntary financial Curriculum and Other Contributions schedule for 2023, which includes an overview of what your contributions will help us provide. For further information on the Department's Parent Payments Policy please see a one-page overview attached.

All Individual backpacks will be delivered to Years 3 to 6 students classrooms prior to the beginning of the school in preparation for their first day of school.

For Years Prep to 2 consumable items will be supplied directly to classrooms in bulk and will be distributed to students as and when they are needed.

<b>Prep Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum (Paid for via Qkr!)</b>	<b>Amount</b>
Book Pack items are essential classroom consumables	\$77
Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Classroom Art – paint, crayons, canvas, glitter, coloured paper</li> <li>• Classroom STEM - Items for experiments</li> <li>• Mathematics – numeracy equipment incl calculator class sets</li> <li>• English – reading resources</li> <li>• Specialist Areas: Arts, PE and STEM Supplies, Sports and outside equipment</li> </ul>	\$85
Online subscriptions <ul style="list-style-type: none"> <li>• Mathletics</li> <li>• Essential Assessment</li> <li>• Decodable Readers</li> <li>• Epic (Free)</li> <li>• Other apps as required</li> </ul>	\$45
Printing and Photocopying of worksheets and learning material	\$20
<b>Total Curriculum Contributions</b>	<b>\$227.00</b>
<b>Other Voluntary Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<i><b>This amount is per family - not per child so only pay once.</b></i>	<b>\$100</b>
Student and Parent Communication – Sentral, Newsletter and Qkr!  First aid – the school provides first aid consumables to treat students and to meet student health needs when at school, on excursion and camp.  Donation to contribute towards the maintenance and facility upgrades to our school	\$80
Donation towards the reading resources at our school. This will include your child selecting a Birthday book to add to our library reading resources.	\$20
<b>Total Amount if contributing to all Contributions (per family, not per child)</b>	<b>\$100</b>



**Parent Contributions – This enables us to fund many items that we consider essential within the school but are not directly funded by the Department of Education and Training. These include – updated and additional furniture, outdoor spaces, gardening and maintenance of grounds, etc**

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

Kingsley Park Primary 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. These items are available to purchase throughout the year and are advertised on Sentral and via our website.

### **Financial Support for Families**

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

- the Camps, Sports and Excursions Fund
- Payment Plans
- Access to State Schools Relief for uniforms for families in need

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Janine Coe – Business Manager Ph: 03 97890077 | Email: [janine.coe@education.vic.gov.au](mailto:janine.coe@education.vic.gov.au)

### **Payment Methods**

Kingsley Park Primary School uses Qkr! as the preferred payment method, however we also offer BPAY and cash. If you need to know your BPAY details please contact the office on 03 9789 0077

### **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.



## STATIONERY REQUIREMENTS 2023 PREP

LINE	QTY	ITEM
1	1	BOOK TUB PLASTIC ER ASSORTED COLOURS
2	1	CLIPBOARD MASONITE A4 WIRE CLIP
3	1	CRAYONS BIC PLASTIDECOR PK12 3
4	3	COPY PAPER A4 AUSTRALIAN BRIGHT WHITE 80GSM - (CARBON NEUTRAL)
5	1	DISPLAY BOOK A4 CUMBERLAND REFILLABLE 20 POCKETS YNAVY
6	1	DOCUMENT WALLET POLYDOC F/C VELCRO BUTTON CLEAR
7	1	EXERCISE BOOK A4 WRITER PREMIUM 8MM RULED + MARGIN 96PG
8	4	GLUE STICK ELMERS DISSAPEARING PURPLE 40G
9	1	KLUWELL MY HOME READING - YELLOW LEVEL
10	1	MARKER WHITE BOARD PENTEL BULLET TIP ASST. PK 4
11	2	MARKER WHITEBOARD PENTEL BULLET TIP BLACK
12	7	PENCIL JUNIOR GRIP WITH DOTS HB
13	3	PENCILS COLOURED FABER CASTELL JUNIOR TRI GRIP 3.8MM LEADS PK10
14	1	SCISSORS STAEDTLER NORRIS CLUB SAFETY 14CM
15	7	SCRAP BOOK CONTRAST COLORFUL CRITTERS 100GSM 64PG
16	1	TISSUES FACIAL EXCEL 200'S
17	2	WHITEBOARD/CHALK ERASER CRAYOLA
18	1	WRITING BOOK PREMIUM WRITER 24MM D/THIRDS 64PG

# 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.