



Dear Parents/Guardians,

Kingsley Park Primary School is looking forward to a great year of teaching and learning with your Prep child. We would like to advise you of financial contributions for 2026.

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, volunteering your time or voluntary contributions. This has made a huge difference to our school and the programs we can offer.

Voluntary contributions in 2026 allows 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.

All parent payments and financial contributions support the effective functioning and overall objectives of the school and allow us to provide an excellent range of facilities and resources for your children.

Optional Extras that Incur Costs

Some optional extra-curricular items and activities incur costs through the year such as:

- non-curriculum-based school events
- non-curriculum materials such as school magazines
- optional excursions and camps
- optional sporting or music programs

Please find attached Kingsley Park Primary School's financial Curriculum and Other Contributions schedule for 2026, 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.

For Years Prep to 2 consumable items will be supplied directly to classrooms in bulk and will be distributed throughout the year as needed. For Years 3 to 6, individual book packs are delivered to classrooms ready for the start of the year.

Any financial contributions would be appreciated by the Friday 12<sup>th</sup> December to assist us with our planning and resourcing for 2026 and ordering of booklist items/packs.

<b>2026 Prep Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum include; everyday items students use in the classroom for essential curriculum and computer applications where students have their own password. (Paid for via Qkr!)</b>	<b>Amount</b>
Book Pack items are essential classroom consumables as per attached, and a Reading Log Diary from The Resilience Project. (An itemised breakdown is listed further down). These are items for students to individually own and will be provided to classrooms in bulk where teachers will distribute through the year as needed by students.	\$96
Classroom and specialist 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>	\$100
Printing and Photocopying of worksheets and learning material	
Online subscriptions <ul style="list-style-type: none"> <li>Reading Subscriptions such as Decodables</li> <li>Other apps as required</li> </ul>	\$20
INFORMATION AND COMMUNICATION TECHNOLOGY <ul style="list-style-type: none"> <li>Provision and upkeep of school owned devices and sets</li> <li>Software and equipment for our ICT program</li> </ul>	
<b>Total Curriculum Contributions</b>	<b>\$216.00</b>

<b>2026 Other Contributions - for non-curriculum items and activities</b> <i><b>Suggested amounts per family, you may wish to pay more, or less at your discretion</b></i>	<b>Amount</b>
Additional School Programs: Enhanced student wellbeing programs (including breakfast club, toast), First Aid support, enhanced school communication, affiliations/memberships (eg. School Sports Victoria) Student and Parent Communication – Sentral, Newsletter and Qkr!	
School Building Donation: To support planning of special projects and provide additional resources for students including maintenance and facility upgrades to our school. Building Fund contributions are tax deductible as they support renovations, upgrades and maintenance of school infrastructure.	\$80
<b>2026 Other Contributions - for non-curriculum items and activities</b> <i><b>Suggested amount is per student</b></i>	
Donation towards the reading resources at our school. This will include your child selecting a Birthday book to add to our library reading resources.	\$15
<b>Total Amount of Other Contributions</b>	<b>\$95.00</b>

## 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.

Extra-Curricular Items and Activities	Amount
Excursion to be scheduled and charged throughout the Term	TBA
<b>Total Extra-Curricular Items and Activities at this time</b>	<b>TBA</b>

## Total appreciated by 12<sup>th</sup> December

Category	Totals
Curriculum Contributions	\$216.00
Other Contributions	\$95.00
Extra-Curricular Items and Activities	\$TBA
<b>Total</b>	<b>\$311.00</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 but are not limited to – updated and additional furniture, outdoor spaces, gardening and maintenance of grounds.

## Financial Support for Families

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

- Families can apply for State Government or community support programs such as the Camps, Sports and Excursions Fund (CSEF)
- Payment Plans
- Access to State Schools Relief for uniforms for families in need

Should you wish to pay by instalment we welcome you to set up a payment plan.

- Semester Payments x 2
- Term Payments x 4

If you would like to confidentially discuss any other form of payment arrangement or require assistance, please do not hesitate to contact us, we are here to support you

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 payments can be made by EFTPOS and cash at the office.

## 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.

# KINGSLEY PARK PRIMARY SCHOOL

## PREP BOOK PACK ITEMISED LIST IN

## CURRICULUM CONTRIBUTIONS ABOVE

### PREP 2026 (\$96)

Book Pack items are essential classroom consumables **this is an itemised list of what is included in curriculum contributions above**, and a Reading Log Diary from The Resilience Project.

Book Pack items are essential classroom consumables **this is an itemised list of what is included in curriculum contributions above**.

These are items for students to individually own and will be provided to classrooms in bulk where teachers will distribute through the year as needed by students.

LINE	QTY	ITEM
1	1	BOOK TUB PLASTIC ER ASSORTED COLOURS
2	1	CLOTH CLEANING MICROFIBRE 20 X 20CM
3	2	COPY PAPER A4 BRIGHT WHITE 80GSM
4	2	CRAYONS BIC PLASTIDECOR PK12
5	2	DISPLAY BOOK A4 CUMBERLAND REFILLABLE 20 POCKETS NAVY
6	7	GLUE STICK GLIK 36GM
7	1	GLUE STICK GLIK 36GM (BULK PACK TO STEM)
8	3	MARKER WHITEBOARD PENTEL BULLET TIP BLACK
9	1	MARKERS MASTER MEGA EDUCATIONAL COLOURS PK12
10	1	MESH POUCH WITH ZIPPER A3 (BULK PACKED TO PERFORMING ARTS)
11	7	PENCIL JUNIOR GRIP WITH DOTS HB
12	2	PENCILS COLOURED FABER CASTELL JUNIOR TRI GRIP 3.8MM LEADS PK10
13	1	SCISSORS STAEDTLER NORRIS CLUB SAFETY 14CM
14	4	SCRAP BOOK CONTRAST COLORFUL CRITTERS 100GSM 64PG
15	1	SCRAP BOOK CONTRAST COLORFUL CRITTERS 100GSM 64PG (BULK PACKED TO ART)
16	1	SCRAP BOOK CONTRAST COLORFUL CRITTERS 100GSM 64PG (BULK PACKED TO LOTE)
17	1	SCRAP BOOK CONTRAST COLORFUL CRITTERS 100GSM 64PG (BULK TO STEM)
18	2	TISSUES FACIAL 2PLY BOX 200'S
19	1	WHITEBOARD DOUBLE SIDED A4 MAGNETIC - SOLID RULED/PLAIN

# 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.