

Dear parent/guardian,

Nungurner Primary Schoolis looking forward to another great year of teaching and learning and would like to advise you of Nungurner Primary School’s voluntary financial contributions for 2023*.*

In 2023 we have produced a Booklist with classroom materials and stationery that your child will need for their learning. Parents are asked to order these materials through Office Choice in Bairnsdale. We have negotiated with Office Choice for you to purchase these materials at approximately 25% below retail cost. Attached you will find an itemised list and information on how to order. We hope that this will make parents’ jobs easier, and will ensure that your child has the specific materials needed to support their learning.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. 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 of 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 this support has allowed us to enhance the learning opportunities such as the Stephanie Alexander Kitchen Garden Program, MARC library & STEM program which often require additional funding. For further information on the Department’s Parent Payments Policy please see a one-page overview attached.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended parent payment requests schedule below for an indication of contributions for your child/ren.

Yours sincerely,

Emma Steele Miranda Hoarebury

Principal School Council President

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| **Curriculum Contributions** - items and activities that students use, or participate in, to access the Curriculum | Amount |
| *Foundation classroom consumables, materials & equipment*   * *Booklist (to be ordered and paid by parent through Office Choice $84.84)* * *General Classroom Materials & Stationery ($20.00)* * *Stephanie Alexander Kitchen Garden Program ($40.00)* | $60.00 |
| *Subscriptions*   * *MARC library/STEM ($20.00)* | $20.00 |
| **Other Contributions -** for non-curriculum items and activities | **Amount** |
| **Total Amount** | $164.84  ($84.84 to be paid directly to Office Choice)  **$80.00 to be paid to school.** |

**Extra-Curricular Items and Activities**

Nungurner 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.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school by ***Monday 12th December 2022***

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| **Extra-Curricular Items and Activities** | **Amount** | **Purchase**  **(Please tick)** |
| Canberra or Melbourne City Camp. Amount to be advised approx. $500.00 | To be advised |  |
| Excursions  (Further information will be provided on excursions when available) | To be advised |  |
| Music: Includes the purchasing, provision and maintenance of school instruments and a contribution towards the tuition costs.  Grade 3-6 students: $100 ($25 per term)  Grade P-2: $80 ($20 per term) | $100.00 |  |
| Swimming Transport | $100.00 |  |
| **Total Extra-curricular Items and Activities** | | **$200.00** |

### Financial Support for Families

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

* Camps, Sports and Excursions Fund (CSEF)
* Fortnightly or monthly payment plans
* Centrepay

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

Julie Cadd, Jess Bury or Emma Steele

Ph: 03 5156 3232 | Email: nungurner.ps@education.vic.gov.au

**Total**

|  |  |
| --- | --- |
| **Category** |  |
| Curriculum Contributions | $80.00 |
| Booklist to be paid directly to Office Choice | $84.84 |
| Extra-Curricular Items and Activities | $200.00 |
| Total to be paid to school: | **$280.00** |

### Payment methods

### Nungurner Primary School’s preferred method of payment is by

### **Direct Deposit**

### Account Name: Nungurner Primary School

### BSB: 313 140

### Acc: 12072758

* **Bpay** details are on the family statements.
* **CSEF** If eligible for CSEF, I give permission for the CSEF funds to be used towards Camps, Sports and Excursions listed under the Extra Curricular Category
* **Centrepay** If eligible for Centrepay, I give permission for the Centrepay payments to be used towards paying for Curriculum Consumables, Camps, Excursions, Sports etc

### Refunds

### See Refund Policy on our school website.

**parent PAYMENTS policy**

**ONE PAGE OVERVIEW**

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|  | 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. |

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|  | 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). |

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|  | 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. |

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|  | 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. |

