



1/11/2023

Dear Parents/Guardians

Re: Prep - Parent Payment Policy & Curriculum Contributions Information for 2024

Burnside Primary School is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions schedule for 2024.

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 your support, either financial or volunteering of 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 organise and coordinate the best possible programs outside of the traditional teaching and learning classroom structure. These financial contributions assist us with the purchasing of art, STEM and physical education equipment and resources. This in turn supports them to be exemplary programs, together with our exceptional classroom teaching of the established subjects such as Reading, Writing and Maths.

Please find attached Burnside Primary School's Student financial contributions schedule for 2024, this includes an overview of what your contributions will help us to provide for your child.

This year we have added a new Library Levy, this has been added as we have commenced works on establishing a whole school library in the administration building for our students to enjoy.

Contributions can only be paid in the year they are allocated for; therefore, a more individual notice will be sent out will be sent home with your child in Term 1 of 2024.

From 2024, we will be introducing a new payment method via Sentral (known as Sentral Pay). Payments will be uploaded by the school and families can pay through the app. A how to guide will be sent out with your child's fee notification in early Term 1 2024.

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

We thank all families for their continued support of our school, if you require any further information, please do not hesitate to contact the school if you have any queries or concerns.

Yours sincerely

Davide Lombardi
Principal



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials & equipment</i>	
<ul style="list-style-type: none"> Classroom – School diary, homework textbook, pens, pencils, textas, crayons, glue sticks, writing, books, graph and scrap books, highlighters, post-it notes, folders, pencil case, scissors, rulers etc 	\$100.00
<ul style="list-style-type: none"> <i>Book satchel, chair bag and book box (these items are provided in your initial year and move with the child each year).</i> 	\$ 30.00
<ul style="list-style-type: none"> <i>Art – art folio, paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material, clay, wood, beading etc.</i> <i>STEM – ingredients, workbook, shared classroom materials</i> <i>Physical Education & Health –materials, equipment & activities</i> <i>LOTE – workbooks, shared classroom materials, activities</i> <i>Library – books, subscriptions</i> 	\$ 50.00
<i>Online Subscriptions</i>	
<ul style="list-style-type: none"> <i>Mathletics</i> <i>Reading ABC</i> <i>Other Educational Apps</i> 	\$ 30.00
<i>ICT Devices – provision of devices from the shared classroom sets including individual headphones, laptop or ipad use</i>	\$ 20.00
Other Contributions - for non-curriculum items and activities	
<i>Student wellbeing programs and whole school activities</i>	\$ 10.00
<i>New Library Establishment Levy</i>	\$ 20.00
<i>Maintaining school grounds eg mowing, maintaining grounds & facility improvements.</i>	\$ 10.00
Total Amount	\$270.00

Extra-Curricular Items and Activities

Burnside 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 and will be advised closer to the events.

Extra-Curricular Items and Activities	Amount
<i>Optional school camp for years 3 - 6</i>	\$TBA
<i>Other optional incursions and excursions to be scheduled</i>	\$TBA
Total Extra-curricular Items and Activities	

Financial Support for Families

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

- the Camps, Sports and Excursions Fund to eligible Health Care Card holders*
- Individual payment plans*
- State schools' relief*

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Jan Thom – Business Manager on 03 8578 6310 or via email at burnside.ps@education.vic.gov.au



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.