

# CHILWELL PRIMARY SCHOOL

## 2021 PARENT PAYMENT ARRANGEMENTS

Dear Parent

Chilwell Primary School is looking forward to another great year of teaching and learning and would like to advise you of Chilwell Primary School's parent payment arrangements for 2021.

Please find the fee schedule for our school attached.

Chilwell Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

### Financial Support for Families

Chilwell 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

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Gavan Welsh Ph: 03 5221 2738 Email: [Chilwell.ps@education.vic.gov.au](mailto:Chilwell.ps@education.vic.gov.au)

### Payment Methods

Payment in full by **Friday 26th February 2021**

Payment plan please contact Sara Brennan Business Manager 5221 2738

Preferred payment options:

EFTPOS

Credit Card

BPay (please contact office if you do not have details)

Cash or Cheque

### Refunds

Should refunds be required, details can be found in our Refunds Policy on our website [www.chilwell.ps.vic.edu.au](http://www.chilwell.ps.vic.edu.au) or by contacting our school office.

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

Yours sincerely,

Gavan Welsh  
Principal

Phil Joyce  
School Council President

# 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.

## FEE SCHEDULE – PREP – GRADE 6

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. Chilwell Primary School also continues to welcome your voluntary contributions for 2021.

Please complete this form and return to the school by 26th February 2021 so the school can prepare accordingly.

### Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum. These items will be available in your child's classroom at the start of the year.

Essential Student Learning Items	
<b>Books and stationery -</b>	<b>\$100</b>
Student Diary, Exercise books, Scrap books, Grid books, Writing books, Crayons, Colour pencils, Grey lead pencils, Pencil Sharpener, Pens, Highlighters, Textures Permanent Marker, White board Markers, Rulers, Erasers, Pencil Case, Glue Sticks, Scissors, Paper to write on, Document Wallet, Jotters, Fine liner, Display Folder, Sketch Pads	
<b>Classroom Supplies -</b>	<b>\$45</b>
Craft Paper, Crepe Paper, Icy Pole sticks, String, Pom Poms, Sequins, Paper plate, Stickers, Sticky notes, Plastic Spoons, Laminating Pouches etc	
<b>Digital resources -</b>	<b>\$57</b>
Mathletics, Reading Eggs, Soundwaves, Seesaw/Showbie, Literacy online, Teach Starter, ICT apps	
<b>Art Supplies -</b>	<b>\$25</b>
Clay, Wood, Wool, Pastels, Glitter, Cardboard, Art Book, Wire, Charcoal, Conte Pastels, Balsa Wood, Raffia, String, Ink, Brushes, PVA, Fine Liners, Gloss, Paper Mache	
<b>LOTE Supplies (Italian) -</b>	<b>\$5</b>
Scrap Books, Craft Materials	
<b>Science Supplies (STEM) -</b>	<b>\$10</b>
Masking Tape, Sticky Tape, Foil, Glue Stickers, Craft Paper, and Experiment Materials eg. Vinegar, Bicarb etc	
<b>Welfare program</b>	<b>\$13</b>
Life Education/Puberty	
<b>Inquiry Based Learning Supplies -</b>	<b>\$10</b>
Craft materials, poster paper, awards, laminating pouches	
<b>TOTAL</b>	<b>\$265</b>

### Optional Items

Chilwell 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.

Optional Item	Amount
Optional camps incursions, excursions and sporting events as scheduled throughout 2021. The cost of these items will be advised throughout the year.	To be advised

### Voluntary Contributions

Chilwell Primary School continues to welcome your voluntary contributions to support our school. Our Building Fund and Library Fund are both Tax Deductible.

You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students.

Alternatively, you can make a voluntary contribution to any of the specific priorities outlined in the table below:

Voluntary Contribution	Tax deductible		Enter Amount
<b>Library Fund</b> We also have a Library Fund established to fund the purchase and maintenance of our library and library books. Each year we endeavor to buy as many new and up to date books as possible for the children to borrow.	Yes	\$50 per student suggested amount or other amount	\$
<b>Fundraising Levy:</b> This was introduced in previous years to minimize fundraising throughout the year.	No	\$45 per family suggested amount or other amount	\$

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

**Parent Supplied Items**

Parents are required to supply the following items (per child) *to their classroom*:

1 x large box of tissue  
250mL



Art Smock



Library Bag (Gr 1 – 6)



Headphones



Hand Sanitizer Pump



Family Surname		Grade/s 2021	Essential Education Items @ \$265/student (Fill in amount)
Child/ren's Name(s)			\$
			\$
			\$
			\$
			\$

We invite Voluntary Financial Contributions in the following areas:

CPS Library Fund	\$50 per student suggested amount:	\$
tax deductible	Our family would like to donate an additional:	\$
Fundraising Levy	\$45 per family suggested amount:	\$
	Our family would like to donate an additional:	\$
We accept: CASH / EFTPOS / BPAY		TOTAL \$

**CREDIT CARD**

Card Number:

Cardholder's Name: ..... Expiry Date:

Cardholder's Signature: .....

**BPAY**

BPAY Confirmation ..... Amount: \$