



Dear parent/guardian,

Forest Street Primary School is looking forward to another great year of teaching and learning and would like to advise you of Forest Street Primary School's voluntary financial contributions for 2022.

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. This has made a huge difference to our school and the programs we can offer.

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

Yours sincerely,

Jillian Burt  
Principal

Jo Hardacre  
School Council President



<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Grade</b>	<b>Amount</b>
<b>Curriculum Materials</b> <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper</li> <li>• Mathematics – resources</li> <li>• English – resources</li> <li>• Sports – equipment</li> <li>• Online subscriptions – Mathletics, SeeSaw</li> <li>• Provision of ICT devices</li> </ul> Printing and photocopying	Whole School	\$55
Swimming Program	Whole School	\$55
Mount Rowan Performance	Whole School	\$2
Graduation	Grade 6	\$30
Camp	Grade 3/4	\$315
Sleepover	Grade 2	\$15
Sovereign Hill Costume School	Grade 5/6	\$50 \$50
Additional excursions/incursions related to the school curriculum will be added where applicable. Parents will be given sufficient notification for these.		
<b>Other Contributions</b> - for non-curriculum items and activities		<b>Amount</b>
Graduation	Grade 6	\$30
Additional sporting programs	As advised	As advised



<b>Educational items for students to own</b>		
Student Stationery (Book List) (purchased through third party supplier)	Whole School	TBA

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State School Relief
- Payment Plans

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

Jillian Burt

Ph: 03 53392110

Email: [forest.ps@education.vic.gov.au](mailto:forest.ps@education.vic.gov.au)

### Payment methods

Bpay

Direct Credit

Centrepay

Eftpos

Cash

### 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. Swimming is costed by the number of students enrolled and cannot be refunded once the program has commenced.

# 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.