



Dear Parent/Guardian of

Drouin South Primary School is looking forward to a great year of teaching and learning next year and would like to advise you of Drouin South Primary School voluntary contributions arrangements for 2025.

Government 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 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 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, AUSLAN, Library and Physical Education equipment and resources, which supports these programs along with classroom teaching of the established subjects such as Reading, Writing and Maths.

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 voluntary financial contributions schedule attached. Please note the suggested voluntary financial contributions schedule for 2025, includes an overview of what your contributions will help us to provide.

Drouin South Primary School Council would like to invite parents make a one off contribution which includes the purchase of items that the school recommends you purchase for your child's individual use. These items will then be in classrooms ready for the first school day of 2025.

If parents choose to provide equivalent materials themselves, please do so in consultation with the school, as items should meet the specifications and be aligned with the requirements for each year level. (copy attached)

Yours sincerely

Michael Smith  
PRINCIPAL

Aoife Shaw  
SCHOOL COUNCIL PRESIDENT

| <b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>   | <b>Amount</b> |
|---|---------------|
| <p><i>Classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• <i>Art – paint, crayons, canvas, glitter, coloured paper, and other materials</i></li> <li>• <i>STEM – technology equipment, materials</i></li> <li>• <i>Numeracy – math resources and supplies</i></li> <li>• <i>Literacy – book sets, reading and reference materials, Library resources</i></li> <li>• <i>Sports – equipment, class sets, affiliations</i></li> <li>• <i>AUSLAN</i></li> </ul> <p><i>Online subscriptions and programs to support curriculum areas, for example Dibels, Essential Assessment, Inquisitive, Amplify</i></p> <p><i>ICT devices – provision of devices from the shared classroom sets</i></p> <p><i>School Sports Victoria &amp; West Gippsland Sport</i></p> <p><i>Printing and photocopying of worksheets and learning materials</i></p> <p><i>Student Wellbeing programs</i></p> | \$110         |
| <b>Total Curriculum Contributions Prep – Year 4 per students</b>  | <b>\$110</b>  |
| <p><b>Stationery items box (Book Box) for your – FOUNDATION student’s individual use</b></p> <p><i>If you do not wish to take advantage of the schools' bulk purchase of Book Box stationery items, and choose to provide equivalent materials, please do so in consultation with the school, as items should meet the specifications and be aligned with the requirements for each year level.</i></p>   | <b>\$ 110</b> |
| <b>CURRICULUM CONTRIBUTION TOTAL FOUNDATION YEAR</b>  | <b>\$ 220</b> |

| <b>Other Contributions - for non-curriculum items, activities</b>  | <b>Amount</b>                     |
|--|-----------------------------------|
| <p>For 2025 the School Council invites families to add an additional voluntary contribution of <b>\$60 per family or an amount of your choice.</b></p> <p>In 2025, this contribution will be directed towards the updating of notebook computers and I.T. equipment.</p> <p>This will assist in meeting the school objective that all classrooms across the school have access to useable working devices to support classroom learning.</p> | \$60 (or amount of your choosing) |
| <b>TOTAL OTHER CONTRIBUTION</b>  | <b>\$</b>                         |

**Extra-Curricular Items and Activities**

Drouin South 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.

| Extra-Curricular Items and Activities   | Amount |
|---|--------|
| Excursions/incursions/sports are organised each term for various year levels at an estimated cost of \$5 to \$40 each. Year 4-6 camp is between \$300 and \$600 | \$TBA  |

**Financial Support for Families**

Drouin South 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 items
- Centrepay

*For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Louise Chamberlain (Business Manager 56276286)*

| Category                              | FOUNDATION | Totals |
|---------------------------------------|------------|--------|
| <b>CURRICULUM CONTRIBUTION TOTAL</b>  |            | \$ 220 |
| <b>TOTAL OTHER CONTRIBUTION</b>       |            | \$     |
| Extra-Curricular Items and Activities |            | \$TBA  |
| <b>TOTAL PAYMENT</b>                  |            | \$     |

**PLEASE RETURN TO THE OFFICE TO CONFIRM YOUR CONTRIBUTION****Childs Name:****2025 Year Level: FOUNDATION**

| Category   | Totals |
|--|--------|
| <b>CURRICULUM CONTRIBUTION TOTAL</b>   | \$ 220 |
| <b>TOTAL OTHER CONTRIBUTION</b><br>For 2025 the School Council invites families to add an additional voluntary contribution of \$60 per family or an amount of your choice | \$     |
| Extra-Curricular Items and Activities  | \$TBA  |
| <b>TOTAL PAYMENT</b>   | \$     |

**Payment methods (Please tick )**

- BPay BILLER CODE 87361 REF (individual reference/family)
- Credit card/Eftpos (in person)

School Office will be open - Wednesday 23rd January 2025 from 10am till 5 pm .

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.

# 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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.

| FOUNDATION   |   |
|--|---|
| CLAY DOUGH STAEDTLER 130G POT ASSORTED COLOURS PK4   | 2 |
| COPY PAPER A4 BRIGHT WHITE 80GSM   | 2 |
| DISPLAY BOOK CUMBERLAND A4 REFILLABLE 20POCKETS BLACK  | 1 |
| ERASER STAEDTLER LARGE WITH SLEEVE   | 2 |
| EXERCISE BOOK A4 WRITER PREMIUM 18MM RULED 48PG  | 4 |
| GLUE STICK STAEDTLER 36GM  | 4 |
| HOME READING JOURNAL LL - FOUNDATION   | 1 |
| LIBRARY BAG VELCRO CLOSURE WITH HANDLE - NAVY  | 1 |
| MICADOR COLOURFUN PK 12  | 1 |
| MARKER WHITE BOARD BLACK   | 4 |
| PENCIL FABER JUNIOR GRIP 2B  | 5 |
| PENCIL FABER JUNIOR GRIP 2B - (ART)  | 1 |
| PENCILS COLOURED FABER CASTELL JUNIOR TRI GRIP 3.8MM LEADS PK10                              | 2 |
| RULER WOODEN CM & MM - 30CM  | 1 |
| SCISSORS STAEDTLER NORRIS CLUB SAFETY 14CM   | 2 |
| SCRAP BOOK BEST BUDDIES MINI 100GSM 64PG   | 2 |
| SCRAP BOOK CONTRAST COLORFUL CRITTERS 100GSM 64PG  | 3 |
| SCRAP BOOK COLORFUL CRITTERS 100GSM 64PG (BULK PACKED TO ART)                                | 1 |
| SKETCH BOOK A3 QUILL 40PG - (ART)  | 1 |
| WHITEBOARD DOUBLE SIDED 297 X 420- D/T ONE SIDE PLAIN THE OTHER (VICTORIAN D/T RULINGS) WINC | 1 |
| MICROFIBRE CLOTH   | 1 |
| PENCIL GRIP  | 1 |
| LINED WRITING BOOKS 24MM (DOTTED THIRDS)   | 3 |