****Katunga Primary School No. 4689**

ABN 45 286 945 341

Carter St, Katunga, Vic. 3640.

Ph:03 5864 6365

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Email: katunga.ps@edumail.vic.gov.au

**Principal: Natalie Hopcroft**

*Dear Parent/Guardian,*

*Katunga Primary School is looking forward to another great year of teaching and learning and would like to advise you of Katunga Primary School’s voluntary financial contributions for 2024.*

*Each year Katunga Primary School parents show positive support for the school through parent payments and fundraising efforts.*

*Within our school this support has allowed us to organise and coordinate rich, extensive programs outside of the traditional teaching and learning programs. Our reading and numeracy materials are very extensive, and we are constantly adding new material for teachers to use to support personalised and quality learning. We can also plan for renewing our digital technology and subsidise camps and excursions.*

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

Yours sincerely,

Nat Hopcroft Paul Stammers

Principal School Council President

|  |  |
| --- | --- |
| **Curriculum Contributions** - items and activities that students use, or participate in, to access the Curriculum | Amount |
| |  | | --- | | Classroom consumables, materials & equipment | |  |   Exercise books, maths books, pens, textas, eraser, sharpener, pencils, colour pencils,  Glue, scissors, pencil case, notebook, diary, paper, book box, ruler, Reading journal  (list quantities for Senior and Junior classes available from the school office) | $70.00 |
| * MARC Van * MACC Van | $20.00 |
| Printing and photocopying | $10.00 |
| **Other Contributions -** for non-curriculum items and activities | **Amount** |
| School Sports Victoria membership | $ |
| Student wellbeing programs | $ |
| First aid equipment | $ |
| School grounds maintenance and improvements | $ |
| **Total Amount** | **$100.00** |

**Educational items for students to own**

Attached is a list of items that the school recommends you purchase for your child to individually own and use.

**Extra-Curricular Items and Activities**

Katunga 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*.*

|  |  |  |
| --- | --- | --- |
| **Extra-Curricular Items and Activities** | **Amount** | **Purchase**  **(Please tick)** |
| Optional Senor school camp | $TBA |  |
| Optional whole school swimming program | $TBA |  |
| Other optional classroom and whole school excursions to be scheduled | TBA |  |
| **Total Extra-curricular Items and Activities** | | **$TBA** |

### Financial Support for Families

Katunga 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 – uniform fund

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

Nat Hopcroft

Ph: 03 58646365 | Email: Natalie.hopcroft@education.vic.gov.au

**Total**

|  |  |
| --- | --- |
| **Category** |  |
| Curriculum Contributions | $100 |
| Other Contributions | $ |
| Extra-Curricular Items and Activities | $TBA |

### Payment methods

Parent Payments may be paid for by cheque, cash, EFTPOS or online banking –

* In full at the commencement of the school year
* In instalments
* Or an interview with the Principal to discuss payment options.

### 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.

**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. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | 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. |

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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. |

