



# CAMPBELLFIELD HEIGHTS PRIMARY SCHOOL

Laurel Crescent, (PO Box 200) Campbellfield 3061.

Ph. (03) 93595502 Fax (03) 93572791

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

Web: [www.chps5034.vic.edu.au](http://www.chps5034.vic.edu.au)

## *Grade F-2 Parent Payment Arrangements*

Dear parent/guardian,

*Campbellfield Heights PS* is looking forward to another great year of teaching and learning and would like to advise you of *Campbellfield Heights PS's* voluntary financial contributions for 2023.

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.

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

Yours sincerely,

*Susie Bellizia (Principal)*

*and School Council*



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<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<i>Year F-2 stationery and workbooks</i>	\$50
<i>Year F-2 classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Visual Arts – paint, crayons, canvas, glitter, coloured paper (\$15)</i></li> <li>• <i>Performing Arts – instruments, music books, (\$15)</i></li> <li>• <i>Literacy &amp; Numeracy – books, manipulatives, blocks (\$15)</i></li> <li>• <i>Sports – equipment (\$10)</i></li> </ul>	\$55
<i>Year F-2 Online Subscriptions</i> <ul style="list-style-type: none"> <li>• <i>Mathletics (\$20)</i></li> <li>• <i>Reading Eggs (\$15)</i></li> </ul>	\$35
<i>Year F-2 ICT Devices – provision of devices from the shared classroom sets</i>	\$20
<i>Year F-2 Printing and photocopying of worksheets and learning materials</i>	\$20
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<i>Student wellbeing programs</i>	\$15
<i>First aid equipment</i>	\$5
<b>Total Amount</b>	<b>\$200</b>
<b>School Council Subsidy</b>	<b>Minus \$100</b>
<b>Amount payable by parents</b>	<b>\$100</b>



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## Extra-Curricular Items and Activities

Campbellfield Heights PS 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	Purchase (Please tick)
<i>Optional Year F-2 Interschool Sports program</i>	<i>N/A</i>	
<i>Other optional Year F-2 camps and excursions to be scheduled</i>	<i>TBA</i>	
<b>Total Extra-curricular Items and Activities</b>		<b>\$ TBA</b>

## Financial Support for Families

Campbellfield Heights PS understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- *subsidies provided by internal budgets and external agencies e.g. school uniforms, events, materials, food relief.*

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

*Susie Bellizia (Principal)*

Ph: 03 9359 5502 | Email: [susie.bellizia@education.vic.gov.au](mailto:susie.bellizia@education.vic.gov.au)



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## Total

Category	
Curriculum Contributions	\$180 (total) Minus \$80 (subsidised by school council) <b>\$100 parent contribution</b>
Other Contributions	\$20 (subsidised by school council)
Extra-Curricular Items and Activities	\$TBA

## Payment methods

*Cash or Card facilities available at the office.*

## 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



### 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.