



PARENT PAYMENT ARRANGEMENTS 2022

Dear parent/guardian,

Forrest Primary School is looking forward to another great year of teaching and learning and would like to advise you of Forrest 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. 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 provide an enriched learning and teaching program for every student and is highly valued by our school community. The commitment from parents to contribute benefits students and results in improved achievement outcomes, wellbeing and engagement in learning. At Forrest Primary School, we design and develop learning and teaching programs drawing on the best educational knowledge and practices and strive to offer broad and enriched opportunities to students that are above and beyond what is required in the standard curriculum and what is provided for by Government funding. Programs which we are able to offer because of your contributions include Bush Kinder, the Survive and Thrive Program and Outdoor Education. We are also able to subsidise our swimming program and our celebration days such as the End of Year Concert, Book Week Celebrations, Polwarth Sports Day and the Term 4 fun activities. All of these programs running alongside the traditional classroom teaching and learning programs are imperative so as to provide an effectively balanced and rigorous overall education for your children.

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

Yours sincerely,

Rob Bennetts
Acting Principal

Rose Sgro
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials & equipment</i> <ul style="list-style-type: none"> • Art – paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material, wood, beading • Science – ingredients, books, shared classroom materials • Mathematics – numeracy blocks, calculators, text books, stationary, maths kits • English – book boxes, class sets, novels, readers, • Classroom - pens, pencils, textas, glue sticks, writing, graph and scrap books, highlighters, post-it notes, folders, display books, scissors, rulers • Sports – equipment, ribbons, materials • Music – instruments, books, • Library – books 	\$64
<i>Online Subscriptions</i> <ul style="list-style-type: none"> • Seesaw • Mathseeds/Stepping Stones • Reading Eggs 	\$52
<i>ICT & STEM –</i> <ul style="list-style-type: none"> • STEM equipment and devices • provision of iPads and devices from the shared classroom sets 	\$100
<i>Printing and photocopying of worksheets and learning materials</i>	\$5
<i>Whole school subscriptions</i> <ul style="list-style-type: none"> • MACC Subscription (Art Van) • MARC Subscription (Library Van) 	\$27.50 \$27.50
Headset: New in prep and replaced as required	\$10
Total Amount	\$286
Other Contributions - for non-curriculum items and activities	Amount
<i>School Sports Victoria membership</i>	\$5
<i>Student wellbeing programs: TRIBES (please nominate an amount)</i>	\$
<i>Sustainability program: Outdoor Education/Forrest Kids Go Bush (please nominate an amount)</i>	\$
<i>School grounds mowing, maintenance and repairs: (please nominate an amount)</i>	\$
Total Amount	\$

Extra-Curricular Items and Activities

Forrest 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	Purchase (Please tick)
<i>Optional school camp for years 3 - 6</i>	\$TBA	
<i>Optional Interschool Sports, cross country, and athletics</i>	\$TBA	

Other optional incursions and excursions to be scheduled	\$TBA	
Total Extra-curricular Items and Activities		\$

Financial Support for Families

Forrest 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 for Extra-Curricular Items and Activities
- State Schools Relief

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

Sarah Lane – Business manager

Ph: 03 5236 6393 Email: Sarah.Lane@education.vic.gov.au

Your details:		
Student's name:	Year level	\$
Curriculum Contributions		\$
Other Contributions		\$
Extra-Curricular Items and Activities		\$
TOTAL		\$

Payment methods

- Cash
- Direct deposit to the school's bank account.
 - Commonwealth Bank Account Name: Forrest Primary School Official Account
 - Account Number: 00840126
 - BSB: 063 510

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.