

## ESSENTIAL ITEMS & VOLUNTARY CONTRIBUTION 2019

Dear Parent/Guardian,

Thursday 25<sup>th</sup> October, 2018

The *Education and Training Reform Act 2006* provides that instruction in the standard curriculum program is delivered free to all students in Victorian Government schools; this is referred to as 'free instruction'. The Act also grants school councils the power to charge fees for goods and services to support the delivery of free instruction and to raise funds.

Free instruction includes learning and teaching, instructional supports, materials and resources, administration and facilities required to provide the standard curriculum program. The standard curriculum program includes core learning and teaching activities related to the Victorian Essential Learning Standards and covers eight key learning areas of The Arts, English, Health & Physical Education, Languages other than English, Mathematics, Science, Studies of Society and Environment and Technology.

The Department of Education and Early Childhood Development *Parent Payments in Victorian Government Schools* policy provides advice on the different types of payments that schools can request from parents and outlines the procedures and protocols schools must adhere to. This policy is available from the Department's School Policy and Advisory Guide ([www.education.vic.gov.au/spag](http://www.education.vic.gov.au/spag)).

School councils are responsible for developing and approving a school-level parent payment policy that is compliant with the Department's policy.

There are three areas for which parents may reasonably be requested to make a payment or contribution:

- **Essential education items** which all parents/guardians are expected to pay the school to provide or may provide themselves, if appropriate (for example, stationery & text books)
- **Optional education items** which are offered on a user-pays basis and which parents/guardians may **choose** whether their child accesses or participates in (for example, school magazines or extracurricular programs or activities); and
- **Voluntary financial contributions** which parents/guardians may be invited to donate to the school.

Parents/guardians are responsible for ensuring that their children are provided with essential education items. The school makes every effort to keep the cost of items that need to be purchased at a minimum.

In 2015, the Government introduced the 'Camps, sports & Excursions Fund' (CSEF). Parents who hold a current Health Care Card may be eligible for an annual payment of \$125 per student, paid to the school that can only be used for any incursions, excursions, sports or camps. If parents received this allowance in 2018, any unused balance can be carried over into 2019. Please enquire at the office if you think you might be eligible. Please note you must apply at the beginning of each year.

### Essential Items

Chirnside Park Primary School makes every effort to keep the cost and number of items that need to be purchased to a minimum. We also try to ensure that the costs are affordable for all parents. If you will have difficulty making payments please make an appointment to speak to The Principal to discuss possible support options and flexible payment arrangements. Any information about your financial circumstances, payment arrangements or status will be kept strictly confidential.

Parents are encouraged to pay for Essential Educational Items before the end of the year to receive a \$10 discount. Parents who make their payment prior to the end of the year will go into a draw to win a refund.

The book packs contain only your child's individual items. Your payment covers those costs plus the cost of the bulk items available for use in the classroom and specialist classes. **All books will be labelled by the classroom teachers with your child.** Essential Items will go directly to the classrooms at the beginning of 2019.

The Chirnside Park Primary School Council has made a considerable effort to ensure that this school policy is fair and provides a number of options to support parents to access the materials and services associated with their child's education.

If you have any queries or wish to discuss your circumstances and the options available to you, please contact the school to make an appointment.

The school-level parent payment policy is available on our school website [www.chirnsideparkps.vic.edu.au](http://www.chirnsideparkps.vic.edu.au)

Yours sincerely  
Jan Marinakos  
Principal

Brad Mayall  
School Council President

**PTO**

# ESSENTIAL ITEMS 2019

Item	Amount (We ask you contribute <b>per family</b> or please nominate how much you would like to contribute to the voluntary contribution)
Grounds Levy, provides maintenance and improvement of school grounds. (Voluntary Financial Contribution)	\$ 50.00
Essential Items per child \$10 discount if paid by 21/12/2018	\$200.00

## Parent Payment Charges

- **FAMILY NAME:** \_\_\_\_\_
- Child's first name: \_\_\_\_\_ Grade: \_\_\_\_\_

Essential Education items \$200 per child Amount \_\_\_\_\_

Voluntary Financial Contribution **per family** Amount \_\_\_\_\_

Less discount applied \_\_\_\_\_

**TOTAL PAID** \_\_\_\_\_

### METHOD OF PAYMENT:

- I enclose cash \$ \_\_\_\_\_
- I enclose a cheque payable to Chirnside Park PS \$ \_\_\_\_\_
- EFTPOS \$ \_\_\_\_\_
- I enclose a credit card payment:
- Qkr app payment on date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ 

NAME ON CREDIT CARD: \_\_\_\_\_

CREDIT CARD NUMBER: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ **EXP DATE:** \_\_\_\_ / \_\_\_\_

AMOUNT PAID: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_