



Dear parent/guardian,

Topirum Primary School is looking forward to opening for our first year of teaching and learning and would like to advise you of Topirum Primary School's voluntary financial contributions for 2024.

The parent payment policy is a policy set by the Department of Education outlining the guidelines regarding voluntary financial contributions from parents to schools. Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. This ensures that all students have access to the necessary resources required for their education.

At Topirum Primary School, we greatly appreciate any contributions made by our families. Your support allows us to enhance our programs and provide additional quality resources and support for our students.

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

Yours sincerely,

A handwritten signature in black ink that reads "Marc de Ley". The signature is written in a cursive, slightly slanted style.

Marc de Ley

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Classroom consumables, materials & equipment</i></p> <ul style="list-style-type: none"> • Art – paint, crayons, canvas, glitter, coloured paper • Science – consumables, classroom materials • Mathematics – numeracy blocks and materials • English – book boxes, class sets, novels, readers, stationary • Physical Education & Sports – equipment • Library- books, readers, subscriptions • Music- stationary, instruments • Digital Learning- stationary, equipment and materials • Discovery Learning and Inquiry- classroom materials, texts, consumables 	\$110
<p><i>Online subscriptions</i></p> <p><i>Compass- Online portal and communications, student reporting</i></p> <p><i>Essential Assessment- Maths</i></p> <p><i>Sunshine Online - Digital reading</i></p>	\$35
<i>ICT devices – provision of devices from the shared classroom sets</i>	\$20
<i>Printing and photocopying of worksheets and learning materials</i>	\$15
Total Curriculum Contributions	\$180

Other Contributions - for non-curriculum items and activities	Amount
<i>Student wellbeing programs</i>	10
<i>First aid equipment</i>	10
<i>School grounds maintenance and improvements</i>	40
Total Other Contributions	\$60

Educational items for students to own

Attached is a list of resource items for your child. The resource pack can be purchased from Kookaburra for your child to individually own and use.

Extra-Curricular Items and Activities – provided on a user-pays basis

Topirum Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

The cost of extra-curricular items and activities will be advised throughout the year, such as:

Optional Extra-Curricular Items and Activities etc
<i>Interschool sports</i>
<i>Excursions and incursions</i>
<i>School Photos</i>

Financial Support for Families

Topirum 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 Schools Relief (SSR)*

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

Kate O’Rourke

Business Manager

Email: kate.orourke@education.vic.gov.au

Total

Category	Totals
Curriculum Contributions	\$180
Other Contributions	\$60
Total	\$240

**Payment methods**

Via Kookaburra when purchasing your child's book pack

Compass Parent Portal

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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information.

Regards,

Marc de Ley

Principal

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.