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22 November 2021

Dear 2022 MEPS Parents and Carers,

The contributions you make to your child's education support the school's teaching and learning programs to improve educational outcomes, student wellbeing and engagement in learning. Our stimulating classroom programs are complemented by specialist subjects including Physical Education, Performing Arts (Music, Dance and Drama), Visual Arts and LOTE (Indonesian).

Next year, Mt Eliza Primary School is looking forward to a great year of teaching and learning and would like to advise you of the school's voluntary financial contributions for 2022. The following payments will be through our online provider, Campion. Please see attachment for details about how to order and pay online.

The 2022 Parent Contributions consist of the following categories:

1. **Individual Education Items** - book pack and stationery requirements. Order and pay online through Campion - packs delivered directly to school.
2. **Curriculum Contributions** - curriculum items and activities which the school deems necessary for students to learn the Curriculum. Payment online through Campion.

Curriculum Contributions assist the school to provide rich, wide-ranging programs and resources outside the traditional teaching and learning programs. It also supports the ongoing provision of targeted reading and numeracy materials used to personalise the learning for each MEPS student.

Within our school, support from parent contributions has allowed us to upgrade and maintain our computer network system; provide, purchase and ensure the upkeep of school devices, including the leasing of iPads/laptops for student use; and payment of whole school licences and apps, such as: Mathletics, Reading Eggs and Literacy Pro as well as online standardised assessments (e.g., PAT and Essential Assessment). Your contributions also ensure that our specialist programs are able to provide our students with varied experiences, funding art and language resources, musical instruments and performing arts materials as well as specific PE equipment.

3. **Other Contributions** - non-curriculum items and activities that relate to the school's functions and objectives, such as student and parent communication tools (e.g., Scentral, SkoolBag); enhanced wellbeing support (e.g., wellbeing programs and a social worker in 2022); school buildings and grounds maintenance and enhancement; first aid and hygiene costs, and Library maintenance and enhancement. Payments for these are also online through Campion.
4. **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 in order to deliver the Curriculum. Extra-Curricular Items and Activities are provided on a user-pays basis and includes programs at MEPS in 2022 such as: Junior Social Skills and Resilience Program Prep to Year 2; Middle School Kitchen Garden Program Years 3 and 4 ; and Senior School Leadership and Resilience Program Years 5 and 6. Payment online through Campion.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Please note that the Excursion Levy details will follow shortly and payment for this will be made directly to school in early 2022.

### Financial Support for Families

Mt Eliza Primary School understands that some families may experience financial difficulty and offers a range of support options. Families can apply for State Government or community support programs such as the Camps, Sports and Excursions Fund (CSEF) and State Schools Relief.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact our Assistant Principal, Ms Bev Harvey:

Ph: 03 9787 1385 | Email: [bev.harvey@education.vic.gov.au](mailto:bev.harvey@education.vic.gov.au)

The ongoing support of our families ensures that Mt Eliza Primary 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 below.

Yours sincerely,



Kim Wheeler  
Principal



Dean Charge  
School Council President

## MEPS PREP PARENT CONTRIBUTIONS 2022

### **STATIONERY PACK** - Booklist items and stationery supplied by Campion.

4 x glue sticks		
1 x writing book		
2 x write n wipe A4 sleeve		
1 x whiteboard marker		
4 x whiteboard marker Artline		
1 x sharpener		
8 x scrapbooks		
1 x Kluwell My Home Reader		
1 x scissors		
5 x HB pencils		
2 x Micador markers pk of 12		
1 x exercise books		
2 x whiteboard mini eraser		
2 x coloured pencils pk of 10		
<b>TOTAL FOR STATIONERY PACK</b>		<b>\$ 109.85</b>

### **ADDITIONAL STATIONERY** – Supplied by Mt Eliza Primary School

MEPS reader book bag		\$ 12.50
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### **CURRICULUM CONTRIBUTIONS** - Curriculum items and activities which the school deems necessary for students to learn the Curriculum.

General classroom materials and equipment	\$ 20.00	
Subject specific materials and equipment	\$ 71.00	
Provision & upkeep of school devices, peripherals & ICT	\$ 40.00	
Photocopying and printing for students	\$ 27.60	
Digital and online subscriptions for learning (Essential Assessment Numeracy and Literacy, Mathseeds, Reading Eggs and Seesaw)	\$ 40.00	
Online assessments	\$ 19.40	
<b>TOTAL FOR CURRICULUM CONTRIBUTIONS</b>		<b>\$ 218.00</b>

### **OTHER CONTRIBUTIONS** - Non-curriculum items and activities that relate to the school's functions and objectives.

Student and parent communication tools	\$ 9.80	
Enhanced wellbeing support	\$ 6.60	
Buildings and grounds staff	\$ 28.00	
First aid and hygiene costs	\$ 22.00	<b>\$ 66.40</b>
Library Learning Hub Project - We invite MEPS families to contribute to the refurbishment of the Library. This contribution would assist us to redevelop our Library into a welcoming hub for research, creative thinking and literacy learning.		
Suggested amount: \$25, \$50, \$75, \$100, \$200		\$ .....

### **EXTRA CURRICULAR ITEM** – 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.

Junior Resilience Program		\$ 20.00
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<b>TOTAL FOR STATIONERY PACK, CURRICULUM CONTRIBUTIONS, OTHER CONTRIBUTIONS AND EXTRA CURRICULAR ITEM</b>		<b>\$ 426.75</b>
<b>PLUS LIBRARY LEARNING HUB</b>		<b>\$ .....</b>
<b>TOTAL</b>		<b>\$ .....</b>

**MEPS YEAR 1 PARENT CONTRIBUTIONS 2022**

**STATIONERY PACK** – Booklist items and stationery supplied by Campion.

1 x Kluwell My Home Reading Book 2 x project books 5 x writing books 2 x sharpeners 4 x scrapbooks 1 x scissors 1 x ruler 1 x Useful Wordbook 8 x HB pencils 1 x Whiteboard markers pk of 4 1 x Mikador colour markers pk of 12 4 x eraser plastic pencil with sleeve 1 x clipfolder 1 x pencil red checking 1 x Victorian Targeting Handwriting student book 2 x document envelopes 2 x coloured pencils pk of 12 1 x headset 1 x 20 pocket insert display book 4 x glue sticks		
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<b>TOTAL FOR STATIONERY PACK</b>		\$ 120.45
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**ITEMS FOR NEW STUDENTS ONLY** – from Campion

Magnetic whiteboard marker, 2 x write n wipe sleeve		\$ 18.75
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**ITEM FOR NEW STUDENTS ONLY** – from Mt Eliza PS

MEPS Reader book bag		\$ 12.50
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**CURRICULUM CONTRIBUTIONS** – Curriculum items and activities which the school deems necessary for students to learn the Curriculum.

General classroom materials and equipment	\$ 20.00	
Subject specific materials and equipment	\$ 71.00	
Provision & upkeep of school devices, peripherals & ICT	\$ 40.00	
Photocopying and printing for students	\$ 27.60	
Digital and online subscriptions for learning (Essential Assessment Numeracy and Literacy, Mathseeds, Reading Eggs and Seesaw)	\$ 40.00	
Online assessments	\$ 19.40	

<b>TOTAL FOR CURRICULUM CONTRIBUTIONS</b>		\$ 218.00
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**OTHER CONTRIBUTIONS** – Non-curriculum items and activities that relate to the school's functions and objectives.

Student and parent communication tools	\$ 9.80	
Enhanced wellbeing support	\$ 6.60	
Buildings and grounds staff	\$ 28.00	
First aid and hygiene costs	\$ 22.00	
		\$ 66.40

Library Learning Hub Project - We invite MEPS families to contribute to the refurbishment of the Library. This contribution would assist us to redevelop our Library into a welcoming hub for research, creative thinking and literacy learning.  Suggested amount: \$25, \$50, \$75, \$100, \$200		\$ .....
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**EXTRA CURRICULAR ITEM** – 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.

Junior Resilience Program		\$ 20.00
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<b>TOTAL FOR STATIONERY PACK, CURRICULUM CONTRIBUTIONS, OTHER CONTRIBUTIONS AND EXTRA CURRICULAR ITEM</b>		\$ 424.85
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<b>PLUS ITEMS FOR NEW STUDENTS ONLY, IF APPLICABLE</b>		\$ .....
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<b>PLUS LIBRARY LEARNING HUB CONTRIBUTION</b>		\$ .....
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<b>TOTAL</b>		\$ .....
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**MEPS YEAR 2 PARENT CONTRIBUTIONS 2022**

**STATIONERY PACK – Booklist items and stationery supplied by Campion.**

1 x Kluwell My Home Reading Book 4 x glue sticks 2 x document wallet 2 x eraser plastic pencil with sleeve 2 x Mikador colour markers pk of 12 1 x Whiteboard markers pk of 4 2 x pencil red checking 8 x HB pencils 2 x coloured pencils pk of 12 1 x ruler 1 x scissors 5 x scrapbooks 1 x sharpener 5 x writing books 1 x project book 1 x Victorian targeting handwriting book 1 x display book		
<b>TOTAL FOR STATIONERY PACK</b>		<b>\$ 99.20</b>

**ITEMS FOR NEW STUDENTS ONLY - from Campion**

Magnetic whiteboard marker, 2 x write n wipe sleeve, headset, A4 clipfolder, My Useful Wordbook		\$ 45.55
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**ITEMS FOR NEW STUDENTS ONLY – from Mt Eliza PS**

MEPS Reader book bag		\$ 12.50
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**CURRICULUM CONTRIBUTIONS – Curriculum items and activities which the school deems necessary for students to learn the Curriculum.**

General classroom materials and equipment	\$ 20.00	
Subject specific materials and equipment	\$ 71.00	
Provision & upkeep of school devices, peripherals & ICT	\$ 40.00	
Photocopying and printing for students	\$ 27.60	
Digital and online subscriptions for learning (Essential Assessment Numeracy and Literacy, Mathseeds, Reading Eggs and Seesaw)	\$ 40.00	
Online assessments	\$ 19.40	
<b>TOTAL FOR CURRICULUM CONTRIBUTIONS</b>		<b>\$ 218.00</b>

**OTHER CONTRIBUTIONS – Non-curriculum items and activities that relate to the school's functions and objectives.**

Student and parent communication tools	\$ 9.80	
Enhanced wellbeing support	\$ 6.60	
Buildings and grounds staff	\$ 28.00	
First aid and hygiene costs	\$ 22.00	\$ 66.40
Library Learning Hub Project - We invite MEPS families to contribute to the refurbishment of the Library. This contribution would assist us to redevelop our Library into a welcoming hub for research, creative thinking and literacy learning.  Suggested amount: \$25, \$50, \$75, \$100, \$200		\$ .....

**EXTRA CURRICULAR ITEM – 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.**

Junior Resilience Program		\$ 20.00
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<b>TOTAL FOR STATIONERY PACK, CURRICULUM CONTRIBUTIONS AND OTHER CONTRIBUTIONS</b>		<b>\$ 403.60</b>
<b>PLUS OPTIONAL ITEMS FOR NEW STUDENTS ONLY, IF APPLICABLE</b>		\$ .....
<b>PLUS LIBRARY LEARNING HUB CONTRIBUTION</b>		\$ .....
<b>TOTAL</b>		<b>\$ .....</b>

## MEPS YEAR 3 PARENT CONTRIBUTIONS 2022

### **STATIONERY PACK** – Booklist items and stationery supplied by Campion.

1 x document wallet		
2 x eraser plastic pencil sleeve		
2 x graph books		
3 x exercise books		
1 x Micador coloured markers pk 12		
1 x highlighters pk 4		
1 x whiteboard marker pk 4		
1 x notebook		
2 x pencil red checking		
1 x coloured pencils pk 12		
1 x recorder		
1 x ruler		
1 x scissors		
3 x scrapbooks		
2 x glue sticks		
1 x sharpener		
1 x pencil HB pk 12		
1 x headset		
<b>TOTAL FOR STATIONERY PACK</b>		<b>\$ 82.95</b>

### **CURRICULUM CONTRIBUTIONS** - Curriculum items and activities which the school deems necessary for students to learn the Curriculum.

General classroom materials and equipment	\$ 20.00	
Subject specific materials and equipment	\$ 71.00	
Provision & upkeep of school devices, peripherals & ICT	\$ 40.00	
Photocopying and printing for students	\$ 27.60	
Digital and online subscriptions for learning (Essential Assessment Numeracy and Literacy, Mathletics, Reading Eggs, Essential Literacy Spelling and Seesaw)	\$ 44.50	
Online assessments	\$ 19.40	
<b>TOTAL FOR CURRICULUM CONTRIBUTIONS</b>		<b>\$ 222.50</b>

### **OTHER CONTRIBUTIONS** – Non-curriculum items and activities that relate to the school's functions and objectives.

Student and parent communication tools	\$ 9.80	
Enhanced wellbeing support	\$ 6.60	
Buildings and grounds staff	\$ 28.00	
First aid and hygiene costs	\$ 22.00	<b>\$ 66.40</b>
Library Learning Hub Project - We invite MEPS families to contribute to the refurbishment of the Library. This contribution would assist us to redevelop our Library into a welcoming hub for research, creative thinking and literacy learning. Suggested amount: \$25, \$50, \$75, \$100, \$200		<b>\$ .....</b>

### **EXTRA CURRICULAR ITEM** – 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.

Kitchen Garden – user pays		<b>\$ 40.00</b>
<b>TOTAL FOR STATIONERY PACK, CURRICULUM CONTRIBUTIONS AND OTHER CONTRIBUTIONS</b>		<b>\$ 411.85</b>
<b>PLUS LIBRARY LEARNING HUB CONTRIBUTION</b>		<b>\$ .....</b>
<b>TOTAL</b>		<b>\$ .....</b>

**MEPS YEAR 4 PARENT CONTRIBUTIONS 2022**

<b>STATIONERY PACK – Booklist items and stationery supplied by Campion.</b>		
1 x sharpener 6 x scrapbooks 1 x scissors 1 x ruler 2 x eraser plastic sleeve 7 x exercise books 2 x graph books 1 x Micador coloured marker pk 12 1 x whiteboard marker pk 4 2 x pencil red checking 6 x pencils HB 1 X coloured pencils pk 10 4 x blue pens 1 x highlighters pk 4 4 x red pens 1 x display book 4 x glue sticks 1 x clipfolder 1 x display book		
<b>TOTAL FOR STATIONERY PACK</b>		<b>\$ 78.10</b>
<b>ITEMS FOR NEW STUDENTS ONLY</b>		
Recorder		\$ 17.95
<b>CURRICULUM CONTRIBUTIONS – Curriculum items and activities which the school deems necessary for students to learn the Curriculum.</b>		
General classroom materials and equipment	\$ 20.00	
Subject specific materials and equipment	\$ 71.00	
Provision & upkeep of school devices, peripherals & ICT	\$ 40.00	
Photocopying and printing for students	\$ 27.60	
Digital and online subscriptions for learning (Essential Assessment Numeracy and Literacy, Mathletics, Essential Literacy Spelling, Pro Literacy and Seesaw)	\$ 47.80	
Online assessments	\$ 19.40	
<b>TOTAL FOR CURRICULUM CONTRIBUTIONS</b>		<b>\$ 225.80</b>
<b>OTHER CONTRIBUTIONS – Non-curriculum items and activities that relate to the school’s functions and objectives.</b>		
Student and parent communication tools	\$ 9.80	
Enhanced wellbeing support	\$ 6.60	
Buildings and grounds staff	\$ 28.00	
First aid and hygiene costs	\$ 22.00	\$ 66.40
Library Learning Hub Project - We invite MEPS families to contribute to the refurbishment of the Library. This contribution would assist us to redevelop our Library into a welcoming hub for research, creative thinking and literacy learning. Suggested amount: \$25, \$50, \$75, \$100, \$200		\$ .....
<b>EXTRA CURRICULAR ITEM – 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.</b>		
Kitchen Garden – user pays		\$ 40.00
<b>TOTAL FOR STATIONERY PACK, CURRICULUM CONTRIBUTIONS AND OTHER CONTRIBUTIONS</b>		<b>\$ 410.30</b>
<b>PLUS OPTIONAL ITEMS FOR NEW STUDENTS IF APPLICABLE</b>		\$ .....
<b>PLUS LIBRARY LEARNING HUB CONTRIBUTION</b>		\$ .....
<b>TOTAL</b>		<b>\$ .....</b>

**MEPS YEAR 5 PARENT CONTRIBUTIONS 2022**

**STATIONERY PACK** – Booklist items and stationery supplied by Campion.

3 x glue sticks 2 x display books 1 x document wallet 4 x eraser plastic pencil sleeve 7 x exercise books 4 x graph books 1 x highlighters pk 6 2 x black Artline marker 1 x Micador coloured markers pk 12 8 x HB pencils 1 x coloured pencils pk 12 1 x page markers 1 x scissors 1 x scrapbook 1 x sharpener 4 x whiteboard markers 2 x red pens 1 x ruler 4 x blue pens 1 x headset		
<b>TOTAL FOR STATIONERY PACK</b>		\$ 104.65

**CURRICULUM CONTRIBUTIONS** – Curriculum items and activities which the school deems necessary for students to learn the Curriculum.

General classroom materials and equipment	\$ 20.00	
Subject specific materials and equipment	\$ 71.00	
Provision & upkeep of school devices, peripherals & ICT	\$ 40.00	
Photocopying and printing for students	\$ 27.60	
Digital and online subscriptions for learning (Essential Assessment Numeracy and Literacy, Mathletics, Essential Literacy Spelling, Pro Literacy and Seesaw)	\$ 47.80	
Online assessments	\$ 19.40	
<b>TOTAL FOR CURRICULUM CONTRIBUTIONS</b>		\$ 225.80

**OTHER CONTRIBUTIONS** – Non-curriculum items and activities that relate to the school’s functions and objectives.

Student and parent communication tools	\$ 9.80	
Enhanced wellbeing support	\$ 6.60	
Buildings and grounds staff	\$ 28.00	
First aid and hygiene costs	\$ 22.00	\$ 66.40
Library Learning Hub Project - We invite MEPS families to contribute to the refurbishment of the Library. This contribution would assist us to redevelop our Library into a welcoming hub for research, creative thinking and literacy learning. Suggested amount: \$25, \$50, \$75, \$100, \$200		\$ .....

**EXTRA CURRICULAR ITEM** – 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.

Senior Leadership and Resilience Program		\$ 30.00
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<b>TOTAL FOR STATIONERY PACK, CURRICULUM CONTRIBUTIONS AND OTHER CONTRIBUTIONS</b>		\$ 426.85
<b>PLUS LIBRARY LEARNING HUB CONTRIBUTION</b>		\$ .....
<b>TOTAL</b>		\$ .....



## MEPS YEAR 6 PARENT CONTRIBUTIONS 2022

### **STATIONERY PACK** – Booklist items and stationery supplied by Campion.

1 x scissors		
1 x ruler		
2 x red pens		
4 x blue pens		
1 x coloured pencils pk 12		
8 x HB pencils		
1 x Micador coloured markers pk 12		
2 x black sharpies		
1 x headset		
5 x exercise books		
2 x graph books		
2 x eraser plastic pencil sleeve		
2 x document wallet		
8 x glue sticks		
4 x scrapbooks		
1 x sharpener		
<b>TOTAL FOR STATIONERY PACK</b>		<b>\$ 81.60</b>

### **CURRICULUM CONTRIBUTIONS** – Curriculum items and activities which the school deems necessary for students to learn the Curriculum.

General classroom materials and equipment	\$ 20.00	
Subject specific materials and equipment	\$ 71.00	
Provision & upkeep of school devices, peripherals & ICT	\$ 40.00	
Photocopying and printing for students	\$ 27.60	
Digital and online subscriptions for learning (Essential Assessment Numeracy and Literacy, Essential Literacy Spelling, Pro Literacy and Seesaw)	\$ 36.45	
Online assessments	\$ 19.40	
<b>TOTAL FOR CURRICULUM CONTRIBUTIONS</b>		<b>\$ 214.45</b>

### **OTHER CONTRIBUTIONS** – Non-curriculum items and activities that relate to the school's functions and objectives.

Student and parent communication tools	\$ 9.80	
Enhanced wellbeing support	\$ 6.60	
Buildings and grounds staff	\$ 28.00	
First aid and hygiene costs	\$ 22.00	<b>\$ 66.40</b>
Library Learning Hub Project - We invite MEPS families to contribute to the refurbishment of the Library. This contribution would assist us to redevelop our Library into a welcoming hub for research, creative thinking and literacy learning. Suggested amount: \$25, \$50, \$75, \$100, \$200		<b>\$ .....</b>

### **EXTRA CURRICULAR ITEM** – Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides free to deliver the Curriculum. These are provided on a user-pays basis.

Senior Leadership and Resilience Program	\$ 30.00	
Year 6 Yearbook	\$ 15.00	
<b>TOTAL FOR EXTRA CURRICULAR ITEMS</b>		<b>\$ 45.00</b>

<b>TOTAL FOR STATIONERY PACK, CURRICULUM CONTRIBUTIONS AND OTHER CONTRIBUTIONS</b>		<b>\$ 407.45</b>
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<b>PLUS LIBRARY LEARNING HUB CONTRIBUTION</b>		<b>\$ .....</b>
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<b>TOTAL</b>		<b>\$ .....</b>
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# 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.