



## Albany Rise Primary School

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Dear Parent/Guardian,

### **2022 Parent Payments**

Albany Rise Primary School is looking forward to a great year of teaching and learning and would like to advise you of Albany Rise 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, parent financial support has allowed us to provide quality programs catering for the needs and interests of all students, which we are continually seeking to improve. Parent contributions have enabled upgrades to the school in staffing, IT equipment, buildings & grounds and curriculum. To facilitate our programs, School Council annually endorses a budget from two streams of income:

- The Department of Education & Training (DET) Student Resource Package (SRP)
- Locally raised funds (including parent contributions)

This year we would like to introduce an ARPS Family Support Fund to support families in financial hardship. When paying your curriculum contributions, you have the option to offer assistance to another family through the contribution of \$25 towards the ARPS Family Support Fund. It will make a positive and practical difference to the students of these families. You may also choose to support the school by contributing to the Library Fund and the School Grounds and Maintenance and Improvement Fund.

### **Ordering Student Book Pack and Payment Method: (New Online Process for 2022)**

In 2022, all stationery packs and voluntary contributions will be purchased by families online. Order your Student Booklist Pack and pay your financial contributions at

<https://booklist.officebrands.com.au/Croydon>

Please see attached flyer for ordering information and instructions.

Once completing your order online, prepacked consumables will be delivered to the school. Consumables will be sent to the classroom ready for the first day of Term 1. The website will be available for ordering from November 3<sup>rd</sup> and will close on December 15<sup>th</sup>.

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

Judy Drew  
Principal

Ben Rowe  
School Council President

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials &amp; equipment for the below programs but not restricted to:</i> <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper</li> <li>• Science – chemicals</li> <li>• Mathematics – numeracy blocks</li> <li>• English – book boxes</li> <li>• Sports – equipment</li> </ul>	\$50
<i>Online Subscriptions include (but are not restricted to):</i> <ul style="list-style-type: none"> <li>• Athletics</li> <li>• Reading Eggs</li> <li>• iPad Applications</li> <li>• Literacy &amp; Numeracy Assessments</li> <li>• Jolly Phonics</li> </ul>	\$44
<i>ICT Devices – provision of devices from the shared classroom sets eg: iPad, Robotics etc.</i>  <i>Students not participating in BYOD program</i> <i>Students participating in BYOD program</i>	\$60 \$30
<i>Printing and photocopying of worksheets and learning materials</i>	\$20
<b>Other Contributions</b> - for non-curriculum items and activities	Amount
<i>ARPS Family Support: To support families in financial hardship</i>	\$25
<i>Schools Library Fund</i>	\$25
<i>School grounds maintenance and improvements</i>	\$50

#### **Educational items for students to own**

Attached is a list of items that the school recommends you purchase from Ross Office Supplies for your child to individually own and use.

Student Booklist Pack can be purchased separately through <https://booklist.officebrands.com.au/Croydon>

Please see attached flyer for ordering information and instructions.

#### **Extra-Curricular Items and Activities**

Albany Rise 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 (Suggestions)	Amount
Excursions/Incursions/Sporting Events/Camps/	TBA
Optional Heritage Hill, Healesville Sanctuary, Rain Hayne & Shine Farm, Mad about Science, Swimming, Multicultural Day, Mini Sports	TBA
School Photos, Production USB	TBA

### **Financial Support for Families:**

Albany Rise understands that some families may experience financial difficulty and offers a range of support options, including

- The Camps, Sports and Excursions Fund (CSEF)
- Payment Plan for Extra-Curricular Items and Activities

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

Business Manager (Jordyn Taylor)

**Phone:** 9547 1146

**Email:** [albany.rise.ps@education.vic.gov.au](mailto:albany.rise.ps@education.vic.gov.au)

### **Centrepay Families**

If you have Centrepay set up for your family, the school will order on your behalf. There is nothing required for you to complete online.

### **Credit on Your Account**

Where a credit is on your family account you may contact the office to use this towards the purchase of the consumable items. The close off for the school to purchase with your credit on your behalf is December 15.

### **Refunds**

Albany Rise Primary School has the discretion to provide refunds to families where it is reasonable and fair. Refunds are calculated on a case by case basis at the school level. In regards to refunds for excursions please refer to Albany Rise Primary School Refund Policy.

# 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.