



Albany Rise Primary School

ABN 13 548 109 436
PO Box 1312, Waverley Gardens. VIC.3170
74-82 Albany Drive, Mulgrave. VIC. 3170

T: 03 9547 1146
F: 03 9547 8848
E: albany.rise.ps@education.vic.gov.au
W: www.albanyrise-ps.vic.edu.au

Dear Parent/Guardian,

2025 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 2025.

Schools provide students with free instruction to fulfil the standard curriculum requirements 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 IT, buildings & grounds and curriculum.

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.

Ordering Student Book Pack and Payment Method:

In 2025, 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 1st and will close on December 11th.

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

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.

Details of these items and activities, including camps, excursions and swimming program, will be provided to students and families throughout the year.



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Financial Support for Families:

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

- School Saving Bonus (SSB)
- Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief (SSR)
- Flexible Contribution Arrangements

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

Business Manager (Lyndelle Everitt)

Phone: 9547 1146

Email: albany.rise.ps@education.vic.gov.au

Centrepay Families

If you currently have regular Centrepay payments set up for your family, the school can order books on your behalf. You can still make voluntary curriculum contribution payments via Ross Office Supplies. Please contact the school office if you need further clarification.

Credit on Your Account

Where a credit is on your family account you may contact the office to use this towards curriculum contributions and other contributions.

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.

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

Yours sincerely,

Judy Drew
Principal

Katrina Summersett
School Council President



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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Classroom consumables, materials & equipment for the below programs (but not restricted to):</i></p> <ul style="list-style-type: none"> • Art – paint, crayons, canvas, glitter, coloured paper, clay (\$20) • Science – materials for experiments, chemicals (\$20) • Mathematics – hands on materials, measurement tools, Maths resources (\$20) • English – class book sets, assessment tools (\$20) • Sports – equipment, awards (\$15) 	\$95
<p><i>Online Subscriptions include (but are not restricted to):</i></p> <ul style="list-style-type: none"> • Mathletics (\$20) • Sound Waves spelling (\$17) • Essential Assessments (\$10) • English Literacy (\$13) • Reading Eggs (\$10) 	\$70
<p><i>ICT Devices – provision of devices from the shared classroom sets eg: iPad, Laptops, Robotics etc.</i></p>	\$65
<p><i>Printing and photocopying of worksheets and learning materials</i></p>	\$40
Total Curriculum Contributions	\$270

Other Contributions - for non-curriculum items and activities	Amount
ARPS Family & Wellbeing Support	\$25
Schools Library Fund	\$25
School grounds maintenance and improvements	\$50
First Aid equipment	\$10
Total Other Contributions	\$110

Extra-Curricular Items and Activities (Optional – user pays basis)	Amount
<p><i>Optional Extra-Curriculum Activities – including school based and outside of school hours</i></p> <p><i>Year 3-6 Camps & Grade 2 Sleepover at school</i></p> <p><i>Excursions/Incursions, Multicultural Day</i></p> <p><i>Sporting Events, Athletics Carnival, Cross Country Event</i></p> <p><i>Grade 6 Graduation</i></p> <p><i>School Disco</i></p> <p><i>Swimming Program</i></p>	<p><i>Amount to be advised at least 3 weeks prior to the activity.</i></p>



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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 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.