



24th November 2021

Dear Parents and Carers,

Altona Primary School is looking forward to another great year of teaching and learning and would like to advise you of APS'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 continue to offer the best possible education and support for our students. We want to thank you for all your support, whether that's through contributions, fundraising or volunteering your time. This has a significant impact on the programs we can offer and makes a huge difference in our students' school experience.

We continue to value your contributions which support and broaden our school programs and resources. Within our school, this support allows us to ensure students have access to materials to support their learning in their classroom spaces, a well resourced specialist program including Art, Music and Physical Education, and enhanced digital learning opportunities through our ICT program.

Your generosity will continue to support us to provide year level and specialist team budgets, maintain and improve of our schools' buildings and grounds, and replenish and renew classroom and digital resources. Without your contributions, many of these things may not be possible.

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

Yours sincerely,

Sarah Afiouni
Principal

Chelsea Hughes
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials & equipment</i> <ul style="list-style-type: none"> • Classroom stationary (including workbooks, paper, pens, pencils, texas, glue, scissors, sharpener, erasers, markers, journal/diary, document wallets etc.) (\$60) • Art – (including paint, crayons, canvas, glitter, paper, clay) (\$30) • Online programs – (\$20) • ICT – Equipment and robotics (\$20) • Printing and photocopying of learning materials (\$10) • Reading Materials – (\$10) • STEM – consumable materials (\$10) • Sports – Equipment (\$10) • Music – Equipment and classroom materials (\$10) 	\$180.00
Other Contributions - for non-curriculum items and activities	Amount
<i>First aid materials including sanitiser and tissues</i>	\$20
<i>School grounds maintenance and improvements</i>	\$10
Tax deductible contributions	
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$20
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$20
Total Amount	\$250

Extra-Curricular Items and Activities

Altona 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	Amount
<i>Optional school camps and excursions</i>	TBA
Total Extra-curricular Items and Activities	TBA

Financial Support for Families

Altona Primary School understands that some families may experience financial difficulty and offers a range of support options including the Camps, Sports and Excursions Fund. For a confidential discussion about accessing services, or if you would like to discuss alternative payment arrangements please contact our Business Manager Karrie Dunstan,

Ph: 03 9398 2925 | Email: Altona.ps@education.vic.gov.au

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

Payment methods

Compass, Eftpos, Credit Card (see below) options are available.



Student Name: _____

Grade Prep - 6

Category	
<i>Curriculum Contributions</i>	\$
<i>Other Contributions</i>	\$
<i>Other Contributions – Building Fund (Tax deductible)</i>	\$
<i>Other Contributions – Library Fund (Tax deductible)</i>	\$
<i>Extra-Curricular Items and Activities</i>	\$ TBA
Total Amount	\$

Method of payment - Credit Card Visa Mastercard

Total amount to be paid \$ Signature: _____	Card number ____/____/____/____ Expiry date ____/____ Name on card: _____
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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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.