



Montmorency Primary School

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PARENT PAYMENTS POLICY

PARENT PAYMENT ARRANGEMENTS 2022 – Foundation

Dear parents and guardians,

At Montmorency Primary School we are looking forward to another great year of teaching and learning. Our school provides students with free instruction that comprehensively fulfils the standard Victorian curriculum, and we assure you that all contributions are voluntary.

Nevertheless, the financial support we receive from families through the voluntary contribution program 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. Every bit helps, and together it makes a huge and visible difference to our school, our students, and the programs we can offer them.

In 2021 your financial support has directly contributed to these significant results:

- Purchase 106 iPads and 4 Storage/charging trolleys \$70,860
- Built in lockers in portables \$16,104
- Blinds for classrooms \$ 2,350
- Furniture \$10,962
- Ground works and Maintenance \$50,043
- New playground \$54, 989
- Continue to offer a SAKG program
- Provide a school nurse and wellbeing support, essential in the current environment

Please find below Montmorency Primary School's voluntary financial contributions schedule for 2022, which includes an overview of what your contributions will go towards.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees.

We have provided this schedule below to give parents and caregivers an indication of contributions you can make for your child/ren to help us deliver the best possible outcomes for our students in 2022:

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

Yours sincerely,

Janene Worsam

School Principal

Nicole Macdonald

School Council President

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum | Amount |
|---|---------------|
| <i>Year Foundation classroom consumables, materials & equipment</i> <ul style="list-style-type: none"> • Art - (\$40) • Science - (\$40) • Mathematics - (\$40) • English - (\$40) • Sports equipment- (\$30) • ICT - (\$30) • Inquiry - (\$30) • LOTE - (\$30) | \$280 |
| <i>Online Subscriptions</i> <ul style="list-style-type: none"> • Mathletics (\$15) • Reading Eggs (\$13) • Sound Waves Online (\$3) • Essential Assessment Literacy (\$3) • Essential Assessment Numeracy (\$7) • The Resilience Project (\$19) | \$60 |
| <i>ICT Devices – provision of devices from the shared classroom sets</i> | \$20 |
| Total Amount | \$360 |

| Other Contributions - for non-curriculum items and activities | Amount |
|---|---------------|
| <i>School Sports Victoria membership</i> | \$ |
| <i>Student wellbeing programs</i> | \$TBA |
| <i>Voluntary General Contribution</i> Funds contributing to general resources, including ICT, specialist programs. Money allocated to this fund will also be allocated to purchasing iPads and other digital technology equipment | \$100 |
| <i>Buildings and Grounds Contribution</i> Funds contributing to the upgrading and improvement of learning areas and play areas. Money allocated to this fund will play an important role in terms of our ability as a school, to go ahead with further playground upgrades in 2022 | \$100 |
| Total Amount | \$ |

Extra-Curricular Items and Activities

Montmorency 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 activities will be sent out as a Term Planner

| Extra-Curricular Items and Activities | Amount | Purchase (Please tick) |
|---|--------|------------------------|
| Optional Interschool Sports, cross country, and athletics | \$TBA | |
| Other optional incursions and excursions to be scheduled | \$TBA | |
| Total Extra-curricular Items and Activities | | \$ |

Educational items for students to own – (Booklist)

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

Financial Support for Families

Montmorency Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- State Schools' Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate
- Camps, Sports and Excursions Fund provides payments for eligible students to attend camps, sports, and excursions to eligible Health Care Card holders
- Individual payment plans
- Second-hand uniform - In order to support parents in meeting the costs of their children's education the school makes available second-hand uniforms at minimal cost through its uniform shop.

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

Janene Worsam, Principal - Ph: 03 9434 5944 | Email: Janene.worsam@education.vic.gov.au

PLEASE NOTE: THESE FEES ARE NOT DUE UNTIL FEBRUARY 2022

| Your details: | | |
|---------------------------------------|-----------------|--------|
| Student's name/s: | Year level 2022 | Amount |
| | | |
| | | |
| | | |
| | | |
| Curriculum Contributions | | \$ |
| Other Contributions | | \$ |
| Extra-Curricular Items and Activities | | TBA |
| Total | | \$ |

Payment methods

Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Montmorency Primary School.

Payments can be made via:

- Cash, cheque
- EFTPOS
- Direct debit from your debit or credit card
- Electronically via BPAY. Please note your families unique BPAY Reference.
- Compass – Course Confirmation
- Direct deposit to the school’s bank account – **CBA BSB: 063 185 ACC: 00909408**

I authorise \$_____ to be charged to my Visa / MasterCard.

Details as follows:

| | | | | | | | | | | | | | | | | | | | | |
|--------------------------|--|-------------|--|-------------------|--|--------------------|----------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| NAME (as on card) | | | | | | | | | | | | | | | | | | | | |
| CARD NO: | | | | | | | | | | | | | | | | | | | | |
| SIGNATURE | | | | | | | | | | | | | | | | | | | | |
| | | VISA | | MASTERCARD | | EXPIRY DATE | ____ Month ____ Year | | | | | | | | | | | | | |

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.

STATIONERY / BOOKLIST 2022 - FOUNDATION

IMPORTANT PLEASE READ

(Educational items for students to own)

We have partnered with Maxim Office Group to ensure a seamless school start for 2022. **Packs will be delivered direct to your home, please ensure these are ready for the first day back.**

Many thanks for supporting Montmorency Primary School with the online portal.

Attached is a booklist of items that the school recommends you purchase from *Maxim* for your child to individually own and use.

If you have any questions, please call Maxim on 1800 25 35 35 and press option 1.

Please note: - Orders must be placed by the 13th of December to ensure delivery is on time.

1. Please follow this link: <http://www.maxim.booklists.com.au>
2. Your access code is: **MONTMOREPS**
**Please note this is capital sensitive. Please enter code as displayed in screen.*
3. Select the year level required for order
4. Please ensure that the students' name, your name and contact details are given and correct
5. Select 'Place order'
6. If purchasing more than one booklist, please select 'Add another booklist' and follow the same procedure from step 3
7. Select 'Proceed to payment options'
8. Your total payment amount required will display on screen
9. Select 'Pay Now'
10. Please choose your check-out option – Credit/ Direct Debit available. Ensure payment details are correctly entered
11. You will receive a payment receipt and an order confirmation to the email address you provided
12. Your child's pack/s will be delivered to your home

For more information, please contact the school office on 03 9434 5944.

STATIONERY / BOOKLIST 2022 - Foundation



| Stock Code | Description | Qty | Price | Total |
|---------------|---|-----|---------|-----------------|
| L157701 | Artline 577 Whiteboard Markers Black EACH | 2 | \$2.60 | \$5.20 |
| CFEDP002 | Display Book Clear Front Black A4 Refillable 20 Pocket | 1 | \$1.40 | \$1.40 |
| T140845 | Olympic Project Book #525 335 x 245 18mm Dotted Thirds 24 Page EACH | 1 | \$2.00 | \$2.00 |
| L140847 | Educ8 24mm Writing Book Dotted 3rds 64pg 70gsm | 2 | \$0.99 | \$1.98 |
| L140924 | Educ8 8mm 64 Page Exercise Book 225 x 175mm | 1 | \$0.41 | \$0.41 |
| L140897 | Educ8 Jumbo Scrap Book 72 pg 335 x 245mm 70gsm | 3 | \$1.15 | \$3.45 |
| SB1064 | Educ8 Circus Scrapbook 64 Page 100gsm | 2 | \$0.99 | \$1.98 |
| MSB1064 | Educ8 Scrapbook Mini 64-page 165 x 245mm 100gsm EACH | 1 | \$0.86 | \$0.86 |
| LWME30 | Single Show-me Small Wooden-handled Erasers | 2 | \$1.29 | \$2.58 |
| L12-116598 | Faber Castell Junior Grip with Dots HB | 8 | \$0.52 | \$4.16 |
| 16-116538-20 | Faber Castell Tri-Coloured Pencils Pack 20 | 3 | \$7.55 | \$22.65 |
| 30840737 | Glue Stick - Blu Stick 35 gram 30603336 | 4 | \$2.07 | \$8.28 |
| 9780190312541 | Handwriting First for Victoria Foundation | 1 | \$14.95 | \$14.95 |
| RKPFDA2 | Rainbow Kraft 430x630mm Folio 250gsm A2 | 1 | \$1.61 | \$1.61 |
| MAW112 | Micador Marathon Markers Pack 12 | 3 | \$10.50 | \$31.50 |
| 9780648237327 | My Home Reading Journal KLUWELL Yellow Level | 1 | \$4.50 | \$4.50 |
| MPPA4 | Pencil Case Plastic A4 | 1 | \$2.40 | \$2.40 |
| 7014 | Reader Cover 297 x 210 x 20mm | 1 | \$2.00 | \$2.00 |
| 9781741353709 | Sound Waves Foundation Book | 1 | \$15.99 | \$15.99 |
| 14431 | Westcott Microban Students Scissors 152mm 6 inches | 1 | \$1.95 | \$1.95 |
| CBP | Calico Bags Purple | 1 | \$0.00 | \$0.00 |
| | Sub Total: | | | \$129.85 |
| | G.S.T: | | | \$12.98 |
| | Total: | | | \$142.83 |

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.