



RESPECT AND EMPATHY FOR ALL

School No: 1631  
Swan Reach Primary School  
21 School Rd

Swan Reach Vic 3903

Ph: (03) 5156 428

swan.reach.ps@education.vic.gov.au

December 2024

Dear parent, carer/guardian,

Swan Reach Primary School is looking forward to another great year of teaching and learning and would like to advise you of our 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 is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to provide an extensive *Stephanie Kitchen Garden and Art Program, Amplify Music and Auslan Sign lessons within the classroom. The contributions go towards updated technology equipment which is spread across all classrooms, expansion of our school library and a dedicated Science Expo held in term 4.*

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

Yours sincerely,

Warwick Fraser

Principal.....

Heather Wilkins

School Council President.....



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| <b>Curriculum Contributions - (PER Student)</b> These items and activities that students use, or participate in, to access the Curriculum. Here at Swan Reach PS we purchase these items in bulk on behalf of every student and ask families to make a financial contribution in return.                       | <b>Amount</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <b><i>Classroom consumables, materials &amp; equipment</i></b> <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> | \$100.00      |
| <b><i>Online subscriptions</i></b> <ul style="list-style-type: none"> <li>⇒ Soundwaves</li> <li>⇒ TopTen Maths</li> <li>⇒ Reading Eggs</li> <li>⇒ Essential Assessment</li> </ul>                                                                                                                              | \$50          |
| ICT devices – provision of devices from the shared classroom sets                                                                                                                                                                                                                                              | \$50          |
| Swimming and water safety program                                                                                                                                                                                                                                                                              | \$125         |
| Printing and photocopying of worksheets and learning materials                                                                                                                                                                                                                                                 | \$15          |
| <b><i>Whole school events</i></b> <ul style="list-style-type: none"> <li>◆ Athletics carnival - transport</li> <li>◆ Winter &amp; Summer Sports Day</li> <li>◆ Cross Country</li> </ul>                                                                                                                        | \$15          |
| <b>Total Curriculum Contributions</b>                                                                                                                                                                                                                                                                          | <b>\$355</b>  |

| <b>Other Contributions - for non-curriculum items and activities</b> | <b>Amount</b> |
|----------------------------------------------------------------------|---------------|
| School Communication Requirement - U Educate Us                      | \$25          |
| Student Welfare & Hygiene                                            | \$10          |
| First aid equipment                                                  | \$5           |
| School grounds maintenance and improvements                          | \$20          |
| <b>Total Other Contributions</b>                                     | <b>\$60</b>   |

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| Extra-Curricular Items and Activities                                                                      | Amount      |
|------------------------------------------------------------------------------------------------------------|-------------|
|                                                                                                            | \$xx        |
| School camp [See <a href="#">requesting parent payments for camps and excursions one-page overview for</a> | \$xx        |
| Interschool sports program                                                                                 | \$xx        |
| Excursion to be scheduled (estimated: \$xx)                                                                | TBA         |
| <b>Total Extra-Curricular Items and Activities</b>                                                         | <b>\$xx</b> |

### Financial Support for Families

Swan Reach PS understands that some families may experience financial difficulty and offers a range of support options, including: the Camps, Sports and Excursions Fund

State Schools Relief (SSR)

Payment plans for Extra-Curricular Items and Activities

(Pay any amount at any time)

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

Warwick Fraser or Julie Irvine

Ph: 03 (51564287) | Email: swan\_reach.ps@education.vic.gov.au

| Category                                 | Totals                 |
|------------------------------------------|------------------------|
| Curriculum Contributions                 | \$                     |
| Other Contributions (Non-tax deductible) | \$                     |
| (Tax-deductible)                         | \$[parent to complete] |
| Extra-Curricular Items and Activities    | \$                     |
| <b>Total</b>                             | <b>\$</b>              |

### Payment methods

By Cash, or Direct deposit. (No Epos available)

### 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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information.]



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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.



#### 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.