



PARENT PAYMENT ARRANGEMENT FORM

Dear parents/guardians,

We would like to advise you of Wendouree Primary School's voluntary financial contributions for 2024.

Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary.

As a result, at Wendouree Primary School we have no standing fees. We do ask that parents pay for their own child's booklists and excursions as they arise.

If you have a current Health Care Card you may be eligible to register for the Camps, Sports & Excursion Fund, which provides payments for your child to attend school camps, excursions and sporting activities. For more information on eligibility and registering for the Camps, Sports & Excursion Fund please follow [this link](#).

For further information on the Department's Parent Payments Policy please see a one-page overview attached. (page 3)

Financial Support for Families

Wendouree Primary School 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)

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

Lisa Hewitt | Ph: **(03) 5339 1229** | Email: wendouree.ps@education.vic.gov.au

Yours sincerely,

Christine Branagh
Principal

Leigh Oliver
School Council President



PARENT PAYMENTS POLICY

Curriculum Contributions – Items & Activities that students use, or participate in, to access the Curriculum	Term:	Grade:	Amount:
Swimming Lessons	Term 1	Whole School	\$90
Life Education	Term 1	Whole School	\$20
Llanberis Zone Athletics	Term 1	Grade 4-6	\$10
Brave Hearts	Term 2	Foundation Grade 1 & 2	\$11
Book Week Production	Term 3	Whole School	\$12
Sovereign Hill Excursion	Term 3	Grade 4-6	TBC
Other Contributions – Non-curriculum items and activities	Term:	Grade:	Amount:
Grade 6 School Jumpers	Term 1	Grade 6	\$50
End of Year Movie	Term 4	Whole School	\$15
Educational Items For Students To Own	Term:	Grade:	Amount:
Student Book Lists (Purchased through third party supplier)	Term 1	Whole School	TBA

Payment methods

Direct Credit, Cash

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.



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.