



# Caulfield Primary School

724 Glenhuntly Road Caulfield South 3162

Email: [caulfield.ps@education.vic.gov.au](mailto:caulfield.ps@education.vic.gov.au)

Phone: 903 9523 7932

## PREP PARENT PAYMENT ARRANGEMENTS CAULFIELD PRIMARY SCHOOL 2022

Dear Parents,

Caulfield Primary School is looking forward to a great year of teaching and learning next year and would like to advise you of the School'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, it is these contributions made by our parent community, over many years, that provide us with an enriched learning and teaching program and the environment and resources that we enjoy today. Your contributions make a significant difference, and this financial support ensures that we can continue to provide an excellent range of facilities and resources for your children.

Within our school this support has allowed us to:

- Further develop our Bilingual education, including the provision of resources
- Provide high quality programs, specific subject materials and equipment for English, Mathematics, STEM & PE
- Maintain and develop the school grounds
- Ensure the preservation of our computer devices' leases, to enhance learning opportunities
- Maintain sufficient class sets of books and all stationery materials in class bulk supplies for all students
- Facilitate literacy and numeracy online digital subscriptions
- Update & expand the resources in our Library, including both English & Japanese materials
- Deliver a range of sporting equipment

With your help and support, Caulfield Primary School can continue to design and develop learning and teaching programs, drawing on the best educational knowledge and practices, whilst striving to offer broad and enriched opportunities to students that are above and beyond what is required in the standard curriculum, and what is provided for by Government funding

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

Yours sincerely,

**JAMES MACKY**  
School Council President

**PETER GRAY**  
Principal



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コーフィールド小学校

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<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<ul style="list-style-type: none"> <li>Classroom consumables, materials &amp; equipment Eg. Shared stationary, pencils, pens, exercise books, markers etc (\$125)</li> <li>STEM (Science, Technology, Engineering &amp; Mathematics) (\$30)</li> <li>Library (\$30)</li> <li>Physical Education (\$20)</li> <li>Bilingual Education (\$60)</li> <li>Literacy / Numeracy (\$60)</li> </ul>	\$325
<b>Online Subscriptions</b> <ul style="list-style-type: none"> <li>Mathletics (\$15)</li> <li>Essential Assessment (\$10)</li> <li>Wushka (\$10)</li> </ul>	\$35
Printing and photocopying of worksheets and learning materials	\$30
ICT Devices- provision of devices from the shared classroom sets	\$50
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
Facilities Improvement Fund	\$80
Grounds Maintenance Fund	\$80
First Aid Contribution	\$10

## Extra-Curricular Items and Activities

Caulfield 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.

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
Optional incursions, excursions, online incursions (payable by Term Invoice)	TBA
Optional Whole School Swimming Program 10 lessons over 2 weeks	TBA
<b>Total Extra-curricular Items and Activities</b>	



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## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- negotiation of payment plans
- occasional access to external funding opportunities

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact the Principal Peter Gray on (03) 9523 7932 or

Email: [caulfield.ps@education.vic.gov.au](mailto:caulfield.ps@education.vic.gov.au)

**“Parents may wish to support special projects of the school by making an additional tax-deductible donation”**

Tax deductible contributions	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	Your Choice \$
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	Your Choice \$
<b>Total Amount</b>	\$

## Total

Category	
Curriculum Contributions	\$440
Other Contributions	\$170
Extra-Curricular Items and Activities	TBA on a user pays basis
Tax Deductible Contribution Building Fund	
Tax Deductible Contribution Library Fund	

## Payment methods

The preferred method of payment for Caulfield Primary School is via Bpay or by credit card see attached payment form.

## 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. A credit may be placed into the family account statement. Family credits may be put towards any future events, including those in the following years.

# 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.