



CAULFIELD PRIMARY
コーフィールド小学校

YEARS 3&4 PARENT CONTRIBUTIONS

CAULFIELD PRIMARY SCHOOL 2026

Dear Parents,

CPS is looking forward to an exciting year of teaching and learning in 2026. Part of the way we are able to provide such an enriched learning experience is through generous voluntary financial contributions from our parent community.

I can assure you that students are provided with free instruction to meet the requirements of the standard Victorian curriculum, and we know that not all families can make a voluntary contribution. However, as we finish off another great year and parents are considering whether they can make a contribution for next year, I wanted to share with you why we believe this can be a great investment in our school and our students.

Your financial support continues to make a significant difference, ensuring that we can maintain and expand the range of facilities and resources available to your children. They have played a vital role in providing the exceptional programs, resources, and learning environments that our students benefit from today, including to:

- Further develop our Bilingual education, including the provision of dedicated resources
- Provide high quality programs, specific subject materials and equipment for English, Mathematics, STEM & PE
- Maintain and develop the school grounds
- Ensure access to computers, to enhance learning opportunities
- Provide sets of books and stationery materials, both for class and individual use
- Facilitate literacy and numeracy online digital subscriptions, such as Mathletics and Decodable Readers
- Update & expand the resources in our Library, including both English & Japanese materials
- Acquire sporting equipment

With your support through voluntary financial contributions, CPS can continue to design and develop innovative learning and teaching programs that incorporate the best educational practices and knowledge.

These contributions enable us to offer students a wide range of enriching opportunities that go beyond the standard curriculum and the provisions made by the government, ensuring a well-rounded and exceptional educational experience. We encourage parents to consider if you are able to contribute to one of the categories outlined below (either in full or via instalments). This information enables you to support specific areas that you particularly value, or more broadly.

You can, of course, also choose not to contribute and I would also like to draw your attention to the information below on available support for families requiring support. Thank you for consideration. CPS is extremely grateful for the contribution of all our families – be it financial, social, in kind or as part our community.

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

Yours sincerely,

JAMES MACKY
School Council President

EDWARD STRAIN
Principal



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<ul style="list-style-type: none"> Classroom consumables, materials & equipment Eg. Shared stationary, pencils, pens, exercise books, markers etc (\$77) STEM (Science, Technology, Engineering & Mathematics (\$30) Library (\$30) Physical Education (\$20) Bilingual Education (\$60) Literacy / Numeracy (\$60) 	\$277
Online Subscriptions <ul style="list-style-type: none"> Mathletics (\$18) 	\$18
Printing and photocopying of worksheets and learning materials	\$30
ICT Devices- provision of devices from the shared classroom sets	\$50
Other Contributions - for non-curriculum items and activities	Amount
Facilities Improvement Fund	\$80
Grounds Maintenance Fund	\$80
First Aid Contribution	\$10
School Sports Victoria and South Port District Affiliations (Years 3-6)	\$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.

Extra-Curricular Items and Activities	Amount
Optional incursions, excursions, online incursions (payable by Term Activities Statement or through the Sentral App)	TBA
Optional Whole School Swimming Program 10 lessons over 2 weeks	TBA
Optional Year 3 and 4 school camp	TBA
Total Extra-curricular Items and Activities	



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 Edward Strain on (03) 9523 7932 or

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

Total

Category	
Curriculum Contributions	\$375
Other Contributions	\$180
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, Sentral App or 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.