



Parent Payment Policy

Dear parent/guardian,

John Henry Primary School is looking forward to another great year of teaching and learning and would like to advise you of John Henry Primary School's voluntary financial contributions for 2023.

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 contributions 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 offer a wider offering of subjects and special curriculum experiences, enhanced digital learning opportunities, and enriched wellbeing practices.

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

Your sincerely,

Tanya Roberts

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Curriculum consumables, materials & equipment</i></p> <ul style="list-style-type: none"> • Classroom resources • Provision of ICT devices for shared classroom sets • Printing and photocopying of worksheets and learning materials • Student Diaries <p><i>Online subscriptions</i></p> <ul style="list-style-type: none"> • Essential Assessment 	\$131.67
<i>Swimming and water safety program</i>	\$28.83
<p><i>Whole school programs</i></p> <ul style="list-style-type: none"> • Intercultural • Student Wellbeing • Integrated Studies 	\$49.50
Total Curriculum Contributions	\$210.00

Other Contributions - for non-curriculum items and activities	Amount
<i>School Sports Victoria affiliation</i>	\$ N/A
<i>First aid equipment</i>	\$ N/A
<i>School grounds maintenance and improvements</i>	\$ N/A
Total Other Contributions	\$ 0

Tax deductible contributions	
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$[parent to complete]

Educational items for students to own

To help keep costs down, all items are procured in bulk and will be made available to all students in their classrooms.

Extra-curricular items and activities – provided on a user-pays basis

John Henry Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

If you would like to purchase an item or activity for your child, please ensure payment is made to the school. Any ordering deadline dates will be communicated via the school newsletter as well as in Compass news Feed posts.

The cost of some extra-curricular items and activities such as camps will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
<i>School yearbook pre-order</i>	\$15
<i>School camp</i>	<i>\$ Cost will be provided once passed by School Council on a Camp by Camp basis*</i>
<i>Interschool sports program</i>	\$ N / A
<i>Excursions to be scheduled</i>	\$90
Total Extra-Curricular Items and Activities	\$105.00*

Financial support for families

John Henry 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)
- Payment plans for Extra-Curricular Items and Activities and other associated contributions
- Centrepay (subject to eligibility)

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

Robert Newell

Ph: 03 5908 9500

Email: robert.newell@education.vic.gov.au

Total

Category	Totals
Curriculum Contributions	\$210.00
Other Contributions	\$
	<i>(Non-tax deductible)</i>
	<i>(Tax-deductible)</i>
	<i>\$[parent to complete]</i>
Extra-Curricular Items and Activities	\$105.00
Total	\$315.00

Payment methods

Compass, EFTPOS, Cash, Direct Deposit, Centrepay, CSEF.

Refunds

Parent requests for refunds are subject to the discretion of the school council and made on a case-by-case basis. Refunds will be provided where the school council 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.

Communication:

This policy will be communicated to our school community in the following ways:

- available publicly on our school's website
- included in staff induction and child safety training processes
- discussed at staff briefings/meetings as required
- discussed at parent information nights/sessions
- discussed at student forums through communication tools
- made available in hard copy from school administration upon request

Policy Review and Approval:

Policy last reviewed -	17 th October, 2022
Approved by -	Principal & School Council
Next scheduled review date -	17 th October, 2023

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) 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.