



Wednesday 22<sup>nd</sup> November 2023

Dear parent/guardian,

Baxter Primary School is looking forward to another great year of teaching and learning and would like to advise you of Baxter Primary'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. 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 offer a full range of subjects and special curriculum experiences; enhanced digital learning opportunities and to fully equip all of our learning spaces with the latest audio visual equipment and fresh, new furnishings.

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

Yours sincerely,

**Nick Schneider**  
Principal

**Kylie Bethune**  
School Council President

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
Foundation consumable materials, text & equipment <ul style="list-style-type: none"> <li>• Stationery and Consumable Items – Scrapbooks, Exercise books, Pencils, Coloured Pencils, Paint, Crayons, Glue Sticks, Scissors, Mini Whiteboard, Whiteboard Markers, Magazine Tub \$44</li> <li>• Reading Journal \$10</li> <li>• Spelling Mastery Student Book \$28</li> </ul>	\$82
Online subscriptions <ul style="list-style-type: none"> <li>• Mathseeds/Mathletics \$18</li> <li>• Typing Tournament \$7</li> <li>• Literacy Pro \$12</li> <li>• sMart Primary Art \$15</li> <li>• Essential Assessments \$17</li> <li>• COMPASS \$40</li> </ul>	\$109
ICT devices – provision of devices from the shared classroom sets	\$20
Printing and photocopying of worksheets and learning materials	\$15
Art Consumables – Paint, Pencils, Pastels, Textiles, Paper	\$15
<b>Total Curriculum Contributions</b>	<b>\$241.00</b>

<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
Student wellbeing programs	\$20
First aid equipment	\$10
School grounds maintenance and improvements	\$20
<b>Total Other Contributions</b>	<b>\$50</b>

**Educational items for students to own** Not applicable

**Extra-Curricular Items and Activities – provided on a user-pays basis**

Baxter 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. These are provided on a user-pays basis and will be communicated to parents via COMPASS throughout the year as they arise.

**Financial Support for Families**

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



- the Camps, Sports and Excursions Fund
- assistance with referral to other government and non-government agencies/services

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Jaclyn Emmett on 5971 1391.

**Total**

Category	Totals
Curriculum Contributions	\$241.00
<i>Other Contributions – Non-tax deductible</i>	\$50.00
Extra-Curricular Items and Activities costs to be advised throughout the year	\$00.00
<b>Total</b>	<b>\$291.00</b>

**Payment methods**

Payments can be made through COMPASS or via direct deposit (details below)

Account Name: Baxter Primary School 3023 Official Acc

BSB: 633-000

Account Number: 122901812

**Refunds**

Baxter Primary School refund arrangements.

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) 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.