



ST ANDREWS PRIMARY SCHOOL
15 Caledonia Street, St Andrews 3761
Phone: 9710 1255
st.andrews.ps@edumail.vic.gov.au

Dear Parent/Guardian,

St Andrews Primary School is looking forward to another great year of teaching and learning and would like to advise you of St Andrews Primary School's voluntary financial contributions for 2024.

Schools provide students with free instruction to fulfil the standard Victorian curriculum 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's 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 wider offering of subjects and special curriculum experiences; enhanced digital learning opportunities; take home readers, art supplies, physical education equipment, LOTE and Library resources.

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

Yours Sincerely,

School Principal, Carolyne Chandler

School Council President, Robert Powers



Voluntary Contributions:

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment (<i>STAPS orders in bulk, and itemised list is available from the office if you wish to purchase your own</i>)	\$130.00
STEM Program	\$20.00
Art supplies	\$30.00
Other Curriculum Materials (including digital resources)	\$30.00
Sub Total	\$210.00
Other Contributions – for non-curriculum items and activities	Amount
Library Resources (library books, maintenance of books, borrowing software package)	\$15.00
Student Welfare Resources (including first aid supplies)	\$15.00
Buildings & Grounds Maintenance	\$25.00
Other Contributions (including sports affiliation costs and wellbeing programs)	\$10.00
Sub Total	\$65.00
Total Amount	\$275.00

Educational items for students to own

A list of items that the school recommends and will purchase in bulk is available from the office.

Extra-Curricular Items and Activities

St Andrews 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 per and calculated using DET recommended guidelines.



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Financial Support for Families

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

- Camps, Sports and Excursions Fund in line with DET guidelines
- Individual payment plans

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

Carolyn Chandler (Principal) or Michelle Commerford (Business Manager)

Ph: 03 9710 1255

Email: st.andrews.ps@education.vic.gov.au

Total

Category	
Curriculum Contributions	\$210.00
Other Contributions	\$65.00

Payment methods

Payment is via, EFTPOS and Direct Deposit or Compass by request.

BSB 063 222

ACC. 00901182

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.

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.