



Viewbank Primary School

Love Of Learning, Learning for Life

Dear Parents/Carers,

Viewbank Primary School is looking forward to another great year of teaching and learning and would like to advise you of Viewbank 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. The environment and resources that we enjoy today represent the contributions made by our parent/carer community over many years.

This financial support ensures we can continue to provide the excellent range of facilities and resources for your children. It is only by the contribution of parents/carers that we can maintain the school's quality programs by:

- continuing to offer high quality programs and providing subject specific materials and equipment for English, Mathematics, Science, Art, Music, Inquiry, Language and P.E.
- maintaining and developing the school grounds for the students' benefit e.g., playing areas.
- providing enhanced digital learning opportunities and ensuring the upkeep of our computer devices/resources to enable our students to have access to the benefits of current information technology.
- maintaining a sufficient number of class sets of books for students to develop their reading skills.
- providing high-quality, hands-on Mathematics equipment i.e., class sets of measurement materials.
- facilitating Literacy & Mathematics online digital subscriptions.
- providing a range of sporting equipment necessary for the Physical Education Program.
- ensuring adequate resources to implement innovative teaching and learning programs.
- arranging individual student supplies and class bulk stationery and printed learning resources for each student
- offer effective First Aid for all students.

Donations to the Buildings Fund is a tax-deductible contribution to support renovations, upgrades and maintenance of school infrastructure. During 2023, through the generous support of your contributions, we were able to install vinyl in our new Art and SAKGP rooms, installed carpet and bifold concertina doors in rooms 27 and 28, painted all of the Grade 1 classrooms, constructed a dome shelter in the garden area and provided refurbished blinds in all of the portables. We installed security lighting in the Grade 3 and 4 area and have ambitious plans in 2024 to install additional lighting and security cameras and refurbish the Foundation classrooms with painting and new carpets.

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

Yours sincerely,

Bill Kersing
Principal

Jason Hemingway
School Council President



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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment <ul style="list-style-type: none"> • Art - paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material • STEM – ingredients, books, shared classroom materials • Mathematics – concrete learning materials, maths kits, texts • English – levelled reading materials, class sets, novels • Classroom – pens, pencils, textas, glue sticks, writing, graph and scrap books, highlighters, post it notes, folders, display books, scissors, ruler, exercise books. • Sports – equipment, ribbons, trophies, materials • Library – books and subscriptions • Music - materials & equipment 	\$190.00
ICT (information communications technology) <ul style="list-style-type: none"> • Provision and upkeep of school devices, peripherals, and ICT (devices owned/leased by the school, class sets, device configuration, maintenance, server/system costs) 	\$30.00
Digital and online subscriptions <ul style="list-style-type: none"> • Essential Assessment • Mathletics & Maths Seeds (Foundation) • Reading Eggs • Stile STEM (Years 5/6) • Sunshine On-line (Year 1) • Reading A-Z (Year 2) • Vocabulary A-Z & Pobble (Year 6) 	\$80.00
Printing and photocopying of worksheets and learning materials	\$10.00
Curriculum Contributions Total	\$310.00
Other Contributions - for non-curriculum items and activities	Suggested Amounts
First Aid - First aid equipment and hygiene costs	\$45.00
Grounds - Engaging staff through local payroll for gardener and gardening program, and school maintenance	\$55.00
Communications – Compass student and parent communication tool	\$15.00
Tax deductible contributions	
Buildings Fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure	\$55.00
Total Amount	\$480.00



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Extra-Curricular Items & Activities

\$ user-pays basis

Viewbank Primary School offers a range of items and activities that enhance and broaden the schooling experience of students and are above and beyond what the school provides in order to deliver the Curriculum. These item/activities such as camps, incursions, excursions, sports, school photos, instrumental music lessons among other activities are provided on a user-pays basis. Associated costs are published on Compass on a termly basis or prior to a specific event, where payment and consent are provided by parents.

Category	
Curriculum Contributions	\$310.00
Other Contributions	\$170.00
Extra-Curricular Activities	\$User Pay Basis

Educational items for students to own for Years 5 & 6

At Viewbank Primary we have successfully run our 1:1 BYOD iPad program for several years now for students in Years 5 and 6. The 2024 information booklet about the program including rationale, expectations and requirements is posted on Compass.

Financial Support for Families

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

- Camps, Sports and Excursions Fund - Families holding a valid means-tested concession card are eligible for the Camps, Sports and Excursions Fund (CSEF) that provides payments for eligible students to attend Extra-Curricular (optional) Items and Activities. The CSEF is an annual payment to the school to be used towards camps, incursions, excursions, and activities for the benefit of the eligible student. This money will be automatically allocated to extra-curricular activities however if you wish to use it towards camp, please contact the school office. (2024 primary school student rate is \$150.00)
- State Schools' Relief - Foundation students who receive CSEF are also able to receive support for school uniforms from State Schools' Relief.
- Personalised payment plans

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

Lucy Addati

Business Manager

T: 03 9459 1512

E: lucy.addati@education.vic.gov.au



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Payment methods and annual general permissions

Parent payments and annual general permissions are completed via Compass.

<https://viewbankps-vic.compass.education>

Compass is our online communication portal accessed by using your unique login details which have been provided to you. Please refer to the 'Payments Centre' on your homepage and follow the prompts. If you are having issues with Compass, have forgotten your password or have no access please contact the school office as soon as possible.

**Payments can only be made online on Compass from Monday 22nd January 2024.
A reminder message will be sent.**

Alternatively, a Compass Payment Plan Option for Curriculum Contributions is available: Four equal payments of \$77.50 automatically deducted on 15 February, 15 March, 15 April & 15 May 2024. If you choose to use the Compass Payment Plan Option, it needs to be arranged before 12th February 2024.

For a confidential discussion about arranging a more flexible and personalised payment plan please contact the Business Manager, Lucy Addati.

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 already been incurred by the school, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information. Our refund policy is available on the school's website.

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.