



Dear parent/guardian,

Westall Primary School is looking forward to another great year of teaching and learning and would like to advise you of *Westall Primary School* 's voluntary financial contributions for 2022.

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. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to build and stock an extensive school library, provide computers and ipads to all learning areas, provide a range of STEM activities and resources and a great sport program!

In 2022 the school is also looking to resource an extensive phonics program to enhance students' reading development!

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

Yours sincerely,

Peter Jeans
Principal

Melissa Shelley
School Council President

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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.

Year 3/4

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Year 3/4 classroom consumables, materials & equipment</i></p> <ul style="list-style-type: none"> Classroom - e.g. photocopied worksheets, pens, erasers, glue, rulers, workbooks, coloured pencils, highlighters, textas, etc (\$45) - See itemised list attached Enquiry – paint, crayons, canvas, glitter, coloured paper (\$30) STEM – straws, pegs, batteries, cotton-balls, robots etc (\$30) Numeracy – blocks, graph paper, rulers, compasses, protractors, numeracy trolley materials (\$15) Literacy – Phonics books class sets shared cost (\$15) Sports – equipment, balls, bats, other equipment (\$15) 	\$150
<p><i>Year 3/4 Online Subscriptions</i></p> <ul style="list-style-type: none"> PAT testing (Maths/English) 	\$10
<ul style="list-style-type: none"> Year 3/4 ICT Devices – provision of devices from the shared classroom sets 	\$35
Other Contributions - for non-curriculum items and activities	Amount
<ul style="list-style-type: none"> School Sports Victoria membership, Network Sports Association 	\$5
<ul style="list-style-type: none"> First aid equipment 	\$10
<ul style="list-style-type: none"> School grounds maintenance and improvements 	\$20 / 50 / 100
<ul style="list-style-type: none"> Building maintenance 	\$20 / 50 / 100

Extra-Curricular Items and Activities

Westall 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.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school by *[date]*.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>School magazine/ yearbook</i>	\$20	
Total Extra-curricular Items and Activities	\$20	

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- flexible payment arrangements

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

The Business Manager

Ph: 03 956 8964 | Email: Westall.ps@education.vic.gov.au

Total

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$

Payment methods

QKR, Credit Card, Centrepay, Cash, Direct Deposit, EFTPOS

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.

Grade 3/4 Classroom Requisites	
Year 4 writing paper	A4 EXAM PAPER 14mm Dotted Thirds, Ruled 2 Sides, Rm500
Year 3 writing paper	A4 EXAM PAPER 18mm Dotted Thirds, Ruled 2 Sides, Rm500
Homework diary x1 ea	HOME LESSON BOOK 205X142MM ONE YEAR STAPLED
Ruler x1 ea	WOODEN RULER 30cm
Reading journal x1 ea	BEST BUDDIES MINI SCRAP BOOK 64pg 165x240 100gsm
Coloured pencils 24pk x1 ea	STAEDTLER 185 NORIS COLOUR PENCILS ASSORTED BOX 24
Clear plastic wallet x1 ea	POP POLYWALLY WALLET HOOK AND LOOP CLOSURE 30MM GUSSET FOOLSCAP CLEAR
Year 4 writing books x2 ea	OLYMPIC D146P ECO EXERCISE BOOK 14MM DOTTED THIRDS RULED 70GSM 64 PAGE A4
Year 3 writing books x2 ea	OLYMPIC D186P ECO EXERCISE BOOK 18MM DOTTED THIRDS RULED 70GSM 64 PAGE A4
Numeracy books x4 ea	OLYMPIC GH104P ECO GRAPH BOOK 10MM 70GSM 48 PAGE A4
Notebook x1 ea	CULTURAL CHOICE POCKET BOOK TOP SPIRAL BOUND 8MM RULED 70GSM 96 PAGE MOTIF
Writing pencils x4 ea	STAEDTLER 130 NATURAL GRAPHITE PENCIL HB TUB 100
Sharpeners x1 ea	MARBIG METAL PENCIL SHARPENER 2 HOLE
Red pens x2 ea	BIC ECOLUTIONS ROUND STIC BALLPOINT PEN MEDIUM RED BOX 50
Yellow highlighter x1 ea	INITIATIVE HIGHLIGHTER CHISEL YELLOW
Blue highlighter x1 ea	INITIATIVE HIGHLIGHTER CHISEL BLUE
Pink highlighter x1 ea	INITIATIVE HIGHLIGHTER CHISEL PINK
Black fineliner x1 ea	ARTLINE 200 FINELINER PEN 0.4MM BLACK
Blue ballpoint pen x2 ea	BIC ECOLUTIONS ROUND STIC BALLPOINT PEN MEDIUM BLUE BOX 50