

2024 PARENT PAYMENTS

Dear Invermay PS parents/guardians,

Victorian 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 of 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.

We are looking forward to another great year of teaching and learning and would like to advise you of Invermay Primary school's voluntary and optional financial contributions for 2024. Contributions requests in all Victorian government schools are arranged under the following categories:

- Curriculum Contributions
- Other Contributions
- Extra-Curricular Items and Activities
- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices) from third party suppliers.



PARENT PAYMENTS POLICY OVERVIEW

FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used to fulfil the standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAA.
- 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 are integral to learning the Curriculum.	Other Contributions Voluntary financial contributions for non-curriculum items and activities that relate to the school's activities and objectives.	Extra-Curricular Items and Activities Items and activities that enhance or broaden the educational experience of students and are integral to the school's activities and objectives. These are provided on a non-ongoing basis.
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Educational Items For Students To Own
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 get in place financial hardship arrangements to support families who cannot pay for items or activities as that their child doesn't miss out.
- Schools have a nominated parent contact person 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 an requests and contributions for each year used on their school website for transparency.

For further information on these categories, as outlined in the Victorian Department of Education's Parent Payments Policy, please refer to the final page overview in this pack (as pictured).

TO DO:

Read pages 2,3 & 4 to consider expected grade level expenses and contribution options for each of your children attending IPS this year.

Please complete and return page 5, along with your preferred method of payment, to IPS office by Friday 1st March, 2024.

Yours sincerely,

Justin Marshman - Principal

Bobby Norris - School Council President



1 Curriculum Contributions

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	(Please tick if appropriate)	Amount
P-6 Additional Curriculum Materials <ul style="list-style-type: none"> STEM - Science & Tech consumable materials & hardware Art – paint, canvas, etc 		\$33
P-2 Weekly Classroom Music Lessons from CocomSounds		\$33
P-6 Online student subscriptions <ul style="list-style-type: none"> <i>Essential Assessment (annual)</i> <i>Raz Digital Readers (annual)</i> 		\$16 \$10
P-2 iPad - allocation and maintenance of an iPad to your child from our classroom sets – available for classroom and remote learning use at home		\$55
Gr 3-6 Chromebook - allocation and maintenance of a Chromebook to your child from our classroom sets – available for classroom and remote learning use at home		\$55
Total - Curriculum Contributions		\$

****Payment for Curriculum Contributions**
may be made any time before Friday 1st March, 2024.



2

Other Contributions

Optional contributions for non-curriculum items and activities	(Please tick if appropriate)	Amount
School Playground Improvements		\$15
Online Communication Subscriptions <ul style="list-style-type: none">Xuno Parent Portal (annual school subscription)		\$19
Total - Other Contributions		\$

*****Payment for Other Contributions selected may be made any time before Friday 1st March, 2024.***



3

Extra-Curricular Items and Activities

Invermay PS 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.

Extra-Curricular Items and Activities – all optional on a user pays basis	Amount
<p><u>2024 OPTIONAL Swimming and Gymnastics – Ballarat Aquatic Centre</u> <i>This program will be FREE for all Yr 6 students in 2024 and has been subsidised by 10% for all other grade levels using DET funding.</i> Optional weekly lessons proposed for Term 4 2024. Price includes 45min swim class in small groups; 45 min Gym Fun class in small groups; & transport to and from Ballarat Aquatic Centre</p>	\$155
<p><u>Gr 1-6 Specialist Tennis, Golf, Guitar & Ukulele - optional music and sport instruction</u> Coaching during school hours each Monday or Thursday with some of the best coaches in regional Victoria. Students pay and commit to 14 lessons per semester. <i>(detailed Sport & Music Specialist info sheets will be sent home early in Term 1)</i></p>	\$155 per semester
<p><u>P-6 Invermay PS Athletics Carnival – Llanberis Athletics Centre</u> Term 2: Monday 22nd April 2024 - pro rata facility and equipment hire</p>	\$9
<p><u>Gr 5-6 BioLab Excursion - Geelong day trip</u> BioLAB aims to engage and inspire our next generation in science and mathematics using innovative technologies and techniques.</p>	FREE
<p><u>Mother’s Day Stall – May (all interested students)</u></p>	\$7
<p><u>Father’s Day Stall – September (all interested students)</u></p>	\$7
<p><u>Gr 3-6 Camp</u> No camp scheduled for 2024. Our next Gr 3-6 camp is planned for 2025</p>	-
<p>**Staff will also consider smaller excursion and incursion opportunities that arise throughout the school year linked to student learning, student wellbeing and student enjoyment. These will also be optional. Prices & details to be advised during 2024 as opportunities arise.</p>	TBC

****Payment for these EXTRA CURRICULAR items & activities may be made throughout the school year when information/permission forms are distributed on XUNO prior to the excursion or activity**



Additional educational items for students to own

IPS Council also recommend families purchase listed booklist items from third party providers for your child/ren to individually own and use:

- *Grade Booklists have been made available to families by Champion Education Ballarat (formerly known as Ballarat Books) in the first week of December 2023*
- *Online, instore, electronic and cash ordering options are available to families*

<u>Additional educational items for students to own</u>	<u>Recommended for:</u>	<u>Cost</u>
<i>P - 6 Recommended Book Lists</i> Itemised grade booklists are available through third party supplier Champion Education (formerly known as Ballarat Books) from the first week of December for the following year.	All grades	Year Level costings confirmed December 2023

Financial Support for Families

Schools must consider assistance to families experiencing financial hardship on a confidential and case by case basis. Invermay PS staff and school council understand that some families may experience cash flow difficulty and offers a range of support options, including:

- the opportunity to apply for the Camps, Sports and Excursions Fund (CSEF).
****Please find CSEF eligibility and application form attached for those families eligible to apply.**
- significantly subsidising sport & music specialist coaching fees
- the opportunity to negotiate incremental fortnightly payments on optional events and excursions
- supporting families to access State Schools Relief

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

- Business Manager - Karen Rieniets karen.rieniets@education.vic.gov.au or 5332 6396
- Principal - Justin Marshman justin.marshman@education.vic.gov.au or 5332 6396

Refunds

Parent requests for refunds will be considered 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 charge has already been incurred by our school; the Department's Parent Payment Policy & Guidelines; Financial Help for Families Policy; and timeliness of request.

Your child's school contribution summary

STUDENT NAME:

2024 GRADE:

CATEGORIES:

1. Curriculum Contributions	\$
2. Any Other Contributions	\$
TOTAL	\$

3. Extra-Curricular Items and Activities

Payment for these USER PAYS extra-curricular items, excursions & activities to be made throughout the school year when information/permission forms are distributed on XUNO prior to the excursion or activity

Payment Methods

1. Curriculum Contributions

&

2. **Other Contributions** listed above may be paid for using the following methods:

Cash – in a named and clearly marked envelope. Please ask your child to present to their teacher.

EFT - please quote your student name as a reference when paying

Invermay PS: BSB: 063502 A/C: 10137566

Please complete one of these pages per student and return both form and preferred payment method to IPS office by Friday 1st March, 2024.

3 Extra-Curricular Items < Excursions & Activities

Optional activity and excursion notes may be approved and paid for electronically on your XUNO Family portal and/or using Cash and EFT as above.

*** Payment for all EXTRA CURRICULAR items may be made any time before the excursion or activity*

DEPARTMENT OF EDUCATION VIC - PARENT PAYMENT 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 (eg. 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.

Camps, Sports and Excursions Fund APPLICATION Form

School Name

School REF ID

Parent/legal guardian details

Surname _____

First name _____

Address _____

Town/suburb _____ State _____ Postcode _____

Contact number _____

Centrelink pensioner concession OR Health care card number (CRN)

- - - OR

Foster parent* OR Veterans affairs pensioner (Gold [Card](#))**

*Foster Parents must provide a copy of the temporary care order letter from the Victorian Department of Families, Fairness and Housing (DFFH).

**Applicants must provide a copy of the Veteran Affairs Gold card.

Student details

Child's surname	Child's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level

I authorise the Victorian Department of Education (DE) to use Centrelink Confirmation eServices to perform an enquiry about my Centrelink customer details and concession card status to enable the business to determine if I qualify for a concession, [rebate](#) or service. I also authorise the Victorian Department of Families, Fairness and Housing (DFFH) to provide the results of any enquiry to DE regarding temporary care orders.

I understand that:

- DFFH or Centrelink will use information I have provided to DE to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DE personal information including my name, address, payment and concession card type and status.
- This consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DFFH and provide it to my child's school so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- If I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DE.
- Information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to DFFH and/or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You can request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant _____

Date ____ / ____ / ____

Camps, Sports and Excursions fund eligibility

Below are the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

Criteria 1 – Eligibility

To be eligible* for the fund, a mature minor of sixteen years of age or over, a parent or legal guardian of a student attending a registered Government or non-government Victorian primary or secondary school must:

- on the first day of Term one, or;
 - on the first day of Term two.
- a) Be an eligible beneficiary within the meaning of the State Concessions Act 2004, that is, be a holder of Veterans Affairs Gold Card or be an eligible Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) holder, OR
 - b) Be a temporary foster parent, and;
 - c) Submit an application to the school by the due date.

* A special consideration eligibility category also exists. For more information, see: [Camps, Sports and Excursions Fund \(CSEF\): Eligibility | education.vic.gov.au](#)

Mature minors or parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with one of (a) or (b) above.

Criteria 2 - Be of school age and attend school in Victoria

School is compulsory for all Victorian children aged between six and seventeen years of age inclusive.

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered primary or secondary school. Typically, these students are aged between five and eighteen years inclusive.

CSEF is not payable to students attending pre-school, kindergarten, home schooling, or TAFE.

Eligibility Date

For concession card holders, CSEF eligibility will be subject to the parent/legal guardian's concession card being successfully validated with Centrelink on **29 January 2024 and/or 15 April 2024**.

Payment amounts

CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: \$150.00 per year.
- Secondary school student rate: \$250.00 per year.

The CSEF is paid directly the school and will be allocated by the school towards camps, sports and/or excursion costs for your child.

For **ungraded students**, the rate payable is determined by the student's date of birth. For more information, see: [Camps, Sports and Excursions Fund \(CSEF\): Payment amounts | education.vic.gov.au](#)

Foundation and Year 7 government school students who are CSEF recipients are also eligible for a uniform voucher. Schools are required to make applications on behalf of parents, so please register your interest at the school.

How to complete the application form

NOTE: ALL SECTIONS MUST BE COMPLETED BY PARENT/LEGAL GUARDIAN

1. Complete the PARENT/LEGAL GUARDIAN DETAILS section.
Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. You will also need to provide your concession card to the school.
If you are claiming as a Foster Parent or a Veteran Affairs Pensioner, you will need to provide a copy of documentation confirming your status as a temporary Foster Parent or provide your Veterans Affairs Pensioner Gold card to the school.
2. Complete the STUDENT/S DETAILS section for students at this school.
3. Sign and date the form and return it to the school office as soon as possible. The CSEF program for 2024 closes at the end of term two 2024.

CSEF payments cannot be claimed retrospectively for prior years.

Queries relating to CSEF eligibility and payments should be directed to the school.