

Parent Payment Arrangements 2022

8th December 2021

Dear Parent/Guardian,

Gembrook Primary School is looking forward to another great year of teaching and learning and would like to advise you of the student voluntary financial contributions for 2022.

These contributions consist of:

1. Curriculum Contributions: Stationary, subscriptions, ICT & work sheet photocopying
2. Other contributions: Grounds maintenance, Building Fund, School Sports Vic subscription (Grade 5 & 6)

And opt-in/pay as you go activities and items consisting of:

3. Extra-curricular items or activities: Excursions, incursions, yearbook, swimming (Grades Prep – 6), camps (Grade 2-6), graduation (Grade 6) and interschool sport (Grade 5 & 6).

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 from 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, as it has made a huge difference to our school and the programs we can offer.

Within our school the support of our families has allowed us to provide consistent materials for all students, a greater range of learning materials and experiences across all year levels, access to ICT equipment and computer applications, and to maintain and beautify our school grounds. The Building Fund is slowly growing with the purpose of upgrading school infrastructure, it was last used to extend the gym to add storage areas including a dedicated space for the Human Powered Vehicle program equipment.

Department of Education and Training guidelines now mandate that schools are unable to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule attached for an indication of recommended contributions for your child/ren.

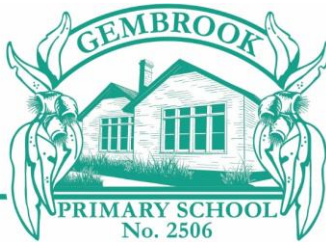
For further information on the Department's Parent Payments Policy please see the one-page overview attached at the end of this document.

Please complete this form and return to the school by **November 30th this year** so that the school can prepare the plan for 2022. The payment options will appear on Compass in December this year for those who wish to pay in advance, you will be notified once this is available.

Yours sincerely,

Brendan Fitzpatrick

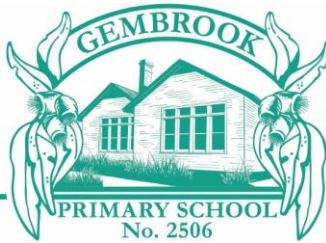
Principal



1. Curriculum Contributions – Stationary items and access to computer applications and activities that enable students use to access the Curriculum.		Amount		
Child's Name: _____	Year Level: _____	\$ _____		
Child's Name: _____	Year Level: _____	\$ _____		
Child's Name: _____	Year Level: _____	\$ _____		
Child's Name: _____	Year Level: _____	\$ _____		
Classroom consumables, materials & equipment: The basis for these suggested contributions are attached in costings below.				
Year level	Prep	Grade 1 & 2	Grade 3 & 4	Grade 5 & 6
Cost	\$156	\$135	\$128	\$119
ICT Devices – use of devices from the shared classroom sets		\$50.00		
Printing and photocopying of worksheets and learning materials		\$10.00		
Total Amount: curriculum contributions		\$		

2. Other Contributions - for non-curriculum items that support the daily operations and objectives of Gembrook Primary School	Amount
School grounds maintenance and improvements	\$50.00
Building fund: A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$50.00
Total Amount: Other contributions	\$

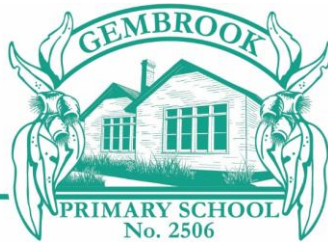
3. Extra-Curricular Items and Activities	Amount
Gembrook Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. These are provided on a user-pays basis.	
Optional Swimming: The program takes place in term 4 and aims to develop water safety, confidence and swimming ability. Payment plans available.	\$20.00 deposit to confirm place



<p>Optional Excursions and incursions to be scheduled:</p> <p>Approximate total cost: \$80</p> <p>Request for participation with an exact cost 2 weeks prior to each event.</p>	
<p>Optional Camps:</p> <p>The Gembrook Camp/Outdoor Education Program endeavours to promote the development of a child's independence and self-reliance skills, in addition to fostering such social skills as co-operation, tolerance, leadership and environmental awareness.</p> <ul style="list-style-type: none"> Year 5 & 6 Camp City Camp 6-8 April 2022 (3 days) Approximate cost \$350 TBC Year 3 & 4 Alexandra Adventure resort 3-5 August 2022 (3 days) Approximate cost \$ 350 TBC Year 2 Log Cabin Ranch, Monbulk overnight camp with dates to be confirmed Approximate cost \$135 TBC <p>Payment plans available.</p>	\$50.00 deposit to confirm place
<p>Optional Year 5 & 6 Interschool Sports program:</p> <p>Approximate total cost \$160.</p> <p>Request for participation with an exact cost 2 weeks prior to each event.</p>	
Optional Grade 6 jacket	\$20.00
Optional Grade 6 graduation event	\$30.00
<p>Optional Grade 6 Human Powered Vehicles event</p> <p>Human Powered Vehicles – For students who volunteer in grades 5 & 6 (3 days) Approximate cost \$250 sought through student sponsorship. Additional costs involve accommodation and meals at the event.</p>	
Total Amount: Extra-curricular Items and Activities	\$

Total Contributions:

Category:	Amount:
1. Curriculum Contributions	\$
2. Other Contributions	\$
3. Extra-Curricular Items and Activities	\$
Total Amount:	\$



Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- the State Schools Relief program
- second hand uniform program
- flexible payment options
- deferred payment or extension of payment deadlines by negotiation

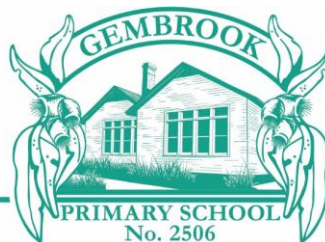
For a confidential discussion about accessing these supports, or if you would like to discuss alternative payment arrangements, contact: Brendan Fitzpatrick, Principal
Ph: 03 59681313 | Email: Brendan.Fitzpatrick@education.vic.gov.au

Payment Methods

The preferred payment method will be via our school app, Compass, where you can select which payments are being made for each child in your family and whether or not you opt in to a payment plan. BPay, EFT, Cheque and Cash payments can also be made.

Refunds

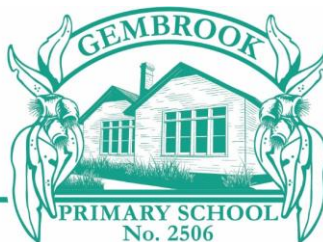
Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.



Classroom consumables, materials and equipment for 2022

Prep	Quantity	Total	
Digital learning subscriptions:			
Mathletics	\$12.80	1	\$12.80
Reading Eggs	\$18.60	1	\$18.60
Essential Assessment	\$8.80	1	\$8.80
iPad apps	\$5.00	1	\$5.00
Stationary Pack:			
Gembrook PS Diary	\$9.40	1	\$9.40
Navy book bag with Gembrook PS logo	\$23.42	1	\$23.42
335x245 Scrap book 100gsm 64 page	\$0.97	5	\$4.85
Exercise book A4 24mm dotted thirds 56gsm 48 page	\$0.60	5	\$3.00
167x245 Scrap book 100gsm white 64 pages	\$0.64	2	\$1.28
Exercise Book A4 25mm ruled 48 page	\$0.60	2	\$1.20
330x245 Storybook 1/2plain-1/23 24mm dotted thirds	\$1.15	2	\$2.30
A4 Writing book 24mm dotted thirds 64 pages red margin	\$0.80	2	\$1.60
Ruled paper 24mm A4	\$0.10	15	\$1.50
Tissues 2ply bx 100 sheets	\$0.80	2	\$1.60
Staedtler Jumbo Triangle 2B Pencil	\$0.68	4	\$2.72
Staedtler Noris Club Jumbo Triangle Coloured Pencil 10 pk	\$7.05	2	\$14.10
Bostik 35gm Glu stick	\$1.75	5	\$8.75
Educ8 Twistable Crayons 12 pack	\$2.66	5	\$13.30
Staedler Maxi Learner pencils-orange	\$0.70	3	\$2.10
Staedler Maxi Learner pencils-green	\$0.70	3	\$2.10
Scissors	\$0.94	1	\$0.94
Display Book Black 20 page	\$2.42	2	\$4.84
Art Supplies			
Consumables from bulk purchase Eg paints	\$12.00	1	\$12.00
TOTAL			\$156.20

Grade 1/2	Quantity	Total	
Digital learning subscriptions:			
Mathletics	\$12.80	1	\$12.80
Reading Eggs	\$18.60	1	\$18.60
Essential Assessment	\$8.80	1	\$8.80
iPad apps	\$5.00	1	\$5.00
Stationary Pack:			
Gembrook PS Diary	\$9.40	1	\$9.40
335x240 Writing book 24mm dotted thirds 64 pages	\$0.80	4	\$3.20
335x240 Writing book 18mm dotted thirds 64 pages	\$0.89	5	\$4.45
330x245 Storybook 1/2plain-1/23 24mm dotted thirds	\$1.15	1	\$1.15
330x245 Storybook 1/2plain-1/23 18mm dotted thirds	\$1.51	1	\$1.51
Ruled graph book 80gsm 96 page	\$0.99	2	\$1.98
335x245 Scrap book 100gsm 64 page	\$0.97	5	\$4.85
Ruled paper 18mm A4	\$0.10	15	\$1.50
Bostik 35gm Glu stick	\$1.78	6	\$10.68
Staedtler Noris Maxi Learner Coloured Pencil 10 pk	\$6.25	2	\$12.50
Crayola Classic broadline markers Pk10	\$4.63	2	\$9.26
Educ8 Twistable Crayons 12 pack	\$2.66	2	\$5.32
Ruler 30cm plastic	\$0.32	1	\$0.32
Eraser Radius Large	\$0.24	1	\$0.24
Scissors	\$0.84	1	\$0.84
Clearview insert binder A4 2D 25mm	\$3.11	1	\$3.11
Staedler Maxi Learner pencils-orange	\$0.70	3	\$2.10
Staedler Maxi Learner pencils-green	\$0.70	3	\$2.10
Tissues 2ply bx 100 sheets	\$0.80	2	\$1.60
Staedler natural triangular HB pencil	\$0.43	5	\$2.15
Art Supplies			
Consumables from bulk purchase Eg paints	\$12.00	1	\$12.00
Total			\$135.46



Grade 3/4	Quantity	Total	
Digital learning subscriptions:			
Mathletics	\$12.80	1	\$12.80
Reading Eggs	\$18.60	1	\$18.60
Essential Assessment	\$8.80	1	\$8.80
iPad apps	\$5.00	1	\$5.00
Stationary Pack:			
Gembrook PS Diary	\$9.40	1	\$9.40
335x245 Scrap book 100gsm 64 page	\$0.97	4	\$3.88
A4 Exercise book 14mm dotted thirds 56gsm 96 pages	\$0.89	6	\$5.34
A4 Ruled paper 14mm dotted thirds 0.2 ream	\$1.00	1	\$1.00
A4 reinforced Loose leaf Paper 14mm dotted thirds 1 ream	\$2.15	1	\$2.15
A4 Exercise book 8mm ruled red margin 96 pages	\$0.85	1	\$0.85
A4 Exercise book 10mm grid 48 pages	\$0.41	3	\$1.23
A4 Exercise book 14mm dotted thirds 56gsm 64 pages	\$0.50	5	\$2.50
Wonder writer EB6583 Red Margin 10mm 64 pages	\$2.20	2	\$4.40
Micador polished wooden ruler	\$0.51	1	\$0.51
Papermate inkjoy 100 ball point pen Blue	\$0.34	2	\$0.68
Papermate inkjoy 100 ball point pen Red	\$0.34	1	\$0.34
Staedtler Traditional Hb pencil	\$0.40	6	\$2.40
Metal Pencil sharpener 2 hole	\$0.26	1	\$0.26
Ruler Wooden 30cm	\$0.53	1	\$0.53
Scissors	\$0.92	1	\$0.92
Bostik 35gm Glu stick	\$1.78	3	\$5.34
Micador Colourfun 550-12 Markers pkk 12	\$4.00	2	\$8.00
Crayola/Educ8 Twistable Crayons 12 pack	\$3.36	2	\$6.72
Crayola/Educ8 Coloured Pencils 12 pack	\$1.60	2	\$3.20
Staedler Maxi Learner pencils-orange	\$0.70	3	\$2.10
Staedler Maxi Learner pencils-green	\$0.70	3	\$2.10
Tissues 2ply bx 100 sheets	\$0.80	2	\$1.60
Display book 20 page	\$3.03	2	\$6.06
Art Supplies			
Consumables from bulk purchase Eg paints	\$12.00	1	\$12.00
			\$0.00
TOTAL:			\$128.71

Grade 5/6	Quantity	Total	
Digital learning subscriptions:			
Mathletics	\$12.80	1	\$12.80
Reading Eggs	\$18.60	1	\$18.60
Essential Assessment	\$8.80	1	\$8.80
iPad apps	\$5.00	1	\$5.00
Stationary Pack:			
Gembrook PS Diary	\$9.40	1	\$9.40
Faber Eraser	\$0.68	2	\$1.36
Staedler red checking pencil	\$0.16	1	\$0.16
Ruler wooden 30cm	\$0.53	1	\$0.53
Protractor	\$0.18	1	\$0.18
Connector Pens Faber Castell Pk	\$3.59	1	\$3.59
Edding Fineliner 0.4mm	\$0.90	1	\$0.90
335x245 Scrap book 100gsm 64 page	\$0.93	6	\$5.58
A4 Exercise book 8mm ruled red margin 96 pages	\$0.85	4	\$3.40
A4 Exercise book 8mm ruled red margin 128 pages	\$1.09	3	\$3.27
A4 Exercise book 14mm grid 96 pages	\$0.89	3	\$2.67
A4 Exercise book 14mm dotted thirds 56gsm 96 pages	\$0.59	1	\$0.59
330x245 Storybook 1/2plain-1/23 24mm dotted thirds	\$1.15	1	\$1.15
A4 loose leaf reinforced paper	\$0.99	2	\$1.98
A4 Yellow Office pad ruled	\$2.25	1	\$2.25
Clearview Insert Binder A4 D Ring 25mm	\$3.03	1	\$3.03
Classmaster eraser tipped Hb pencil	\$0.20	6	\$1.20
Papermate inkjoy 100 ball point pen Blue	\$0.34	2	\$0.68
Papermate inkjoy 100 ball point pen Red	\$0.34	1	\$0.34
Norris club colour pencils 12 pack	\$2.66	2	\$5.32
Clearview Insert Binder A4 D Ring 25mm	\$3.11	1	\$3.11
Fineliner felt tip pen 0.5mm	\$0.18	1	\$0.18
Highlighter yellow	\$0.75	2	\$1.50
Pencil sharpener 1 hole	\$0.38	1	\$0.38
Scissors	\$1.00	1.45	\$1.45
Bostik Glu Stick 21 gm	\$1.67	2	\$3.34
Staedler Maxi Learner pencils-orange	\$0.70	2	\$1.40
Staedler Maxi Learner pencils-green	\$0.70	2	\$1.40
Tissues 2ply bx 100 sheets	\$0.80	2	\$1.60
Art Supplies			
Consumables from bulk purchase Eg paints	\$12.00	1	\$12.00
TOTAL:			\$119.14

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.