



17th November, 2023

Dear Parent/Guardian,

Glen Katherine Primary School is looking forward to another great year of teaching and learning and would like to advise you of Glen Katherine 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 is 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 provide a wider offering of subjects and special curriculum experiences.

Underlying the success and quality of the wide-ranging academic and co-curricular programs available to all students of Glen Katherine Primary School, it is the financial support that ensures we have the necessary materials and facilities to run programs successfully. We have made every effort to keep parent contributions for items to a minimum. We also try to ensure that the contributions requested are affordable for all parents.

Book Packs:

For 2024, parents will not need to purchase book packs. Glen Katherine Primary School will be purchasing all classroom supplies in bulk for students to share within the classroom. This will be a saving of between \$50.00 to \$80.00 per student. This cost saving will have a positive effect on family budgets.

Please see next page under Education Items for Students to Own.

For further information on the Department's Parent Payment Policy please click on the following link

<https://www2.education.vic.gov.au/pal/parent-payment/policy>

Yours sincerely,

Gerard Fay
Principal

Chris Cunliffe
School Council President



Education Items for Students to own – 2024	Amount
Headphones - Students in years 3-6 will need to provide their own.	
Pencil Case – All students will need to provide their own.	
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, wood • Science – ingredients, books, shared classroom materials • Mathematics – class sets, numeracy blocks, calculators, maths kits • English – book boxes, class sets, readers, novels • Sports – general sports equipment, ribbons, materials 	\$140.00
Online Subscriptions – allows home access to support learning <ul style="list-style-type: none"> • Literacy, Numeracy, Reading, Learning Platform 	\$50.00
ICT <ul style="list-style-type: none"> • IT Tech Support 	\$15.00
Printing and photocopying of worksheets and learning materials	\$5.00
Prep – 2 – M100W diary	\$10.00
Year 3 – 6 – Learning Curve diary	
Total Curriculum Contributions	\$220.00

Other Contributions - for non-curriculum items and activities	Amount
First Aid Contribution – First Aid Officer employed to cover lunch and recess breaks each day, provision of first aid supplies and support, management of medical conditions and administering of medication	\$40.00
School grounds maintenance and improvements – maintenance person employed to maintain school grounds and provide facilities support	\$60.00
Total Other Contributions	\$100.00

Tax deductible contributions	
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. Suggested amount \$65.00	



Extra-Curricular Items and Activities – provided on a user-pays basis

Glen Katherine 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. The cost of extra-curricular items and activities will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
School Camps: Prep Breakfast – approximately \$5.00 Junior School - Day Camp approximately \$80.00 Middle School – 3 days 2 nights approximately \$400.00 Senior School – 3 days 2 nights approximately \$400.00	TBA
Interschool sports program for Senior Years. Approximately \$175.00* *Note a reduction in charge from 2023 as 2024 finals will be charged on per participation	TBA
Alternative sports program for Senior Years will be charged per activity.	TBA
Each cohort will schedule an incursion/excursion Term 2 & Term 3. Activities will be advised throughout the year (excludes sporting activities).	TBA
Whole School Activities: <ul style="list-style-type: none"> • Athletics carnival - entry and transport • Harmony Day • Book Week • Swimming Carnival – Years 3-6 	TBA
Total Extra-Curricular Items and Activities	TBA

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Flexible Contribution arrangements

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

Annette D'Elia, Business Manager

Ph: 03 9431 1599 | Email: annette.delia@education.vic.gov.au



Payment methods

- Compass
 - EFTPOS
 - Direct Credit :
- Home Page – Payment Centre – Contributions
via office
BSB: 063 222
Account: 10083328
Name: Glen Katherine Primary School

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.