



# Oak Park Primary School

Willett Avenue Oak Park 3046

Telephone: 9306 9182

<http://www.oakparkps.vic.edu.au>

1<sup>st</sup> January 2023

Dear Parent/Guardian,

Oak Park Primary School is looking forward to another great year of teaching and learning and would like to advise you of Oak Park Primary School's voluntary financial contributions for 2023.

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. 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 and enhanced digital learning opportunities.

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

Yours sincerely,

Michael Gill

Principal

School Council President



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| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum   | Amount          |
|--|-----------------|
| <b>Classroom consumables, materials &amp; equipment</b> <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper (\$20.00)</li> <li>• Science – materials, cover paper, coloured paper, lined paper, school crafts, project materials (\$11.00)</li> <li>• Mathematics – numeracy blocks (\$10.00)</li> <li>• English – Requisites &amp; Literacy books (\$20.00)</li> <li>• Sports – equipment (\$6.00)</li> <li>• Library Books (\$10.00)</li> <li>• Scrap Books, Display Book, Tissues, Ruler, Scissors, Glue Sticks, Pencil Case, Grey Lead Pencils, Pens, Colour Pencils, Pencil Sharpener, Exercise Books, Crayons, Textas, Home Reading Book, Handwriting book, Project Books, labels. (\$98.00)</li> </ul> | \$175.00        |
| <b>Mathletics and Literacy Program subscriptions</b><br>These are web-based resource programs used extensively in the classroom to stretch and challenge students 24 hours a day, 7 days a week (at home and school).<br>Please Note: These contributions are applicable to all students, even those not on the 1:1 program, as they are for resources which are used at school and can be used at home (on other devices) by all students.  | \$24.00         |
| <b>Information Technology</b><br>This contribution enables us to purchase web-based software, subscriptions and the purchase of the latest educational software for students. The contribution also enables the purchase of other technologies that your child uses in the classroom, e.g. film making resources; microphones, green screen technology, digital cameras.<br>Our local curriculum technical support costs approximately \$67,000 per annum.   | \$25.00         |
| Printing and photocopying of worksheets and learning materials   | \$18.00         |
| Other Contributions - for non-curriculum items and activities  | Amount          |
| School Sports Victoria membership  | \$2.00          |
| First aid equipment: includes emergency use supplies, anaphylaxis, asthma and defib machine.   | \$5.00          |
| <b>Maintenance and Development</b><br>Used for school improvement and purchases of major equipment e.g. shade sails, seating, paving, equipment, gardens, tree planting, playground, safety mulch, oval servicing and air-conditioning/heating maintenance and servicing   | \$26.00         |
| <b>Total Amount</b>  | <b>\$275.00</b> |



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## Educational items for students to own

The Curriculum Contributions above are essential for your child to learn the standard curriculum. These items are supplied to classrooms for the individual use of students but you may purchase these items for your child to individually own and use. We recommend you purchase from Winc. A list of items are available by contacting the office.

## Extra-Curricular Items and Activities

Oak Park 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. These extra-curricular items and activities will be requested throughout the year.

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- Instalment Payments

For a confidential discussion about accessing these services please contact:

Naomi Di Pasquale

Ph: 03 9306 9182 | Email: [naomi.dipasquale@education.vic.gov.au](mailto:naomi.dipasquale@education.vic.gov.au)

## Payment Methods

Parent Payments will be available to be paid via Compass. You will receive notification in Compass when the contributions are available for payment.

Another option is to pay via Electronic Funds Transfer as per the following bank account details:

|                      |                                    |
|----------------------|------------------------------------|
| <b>Account name:</b> | OAK PARK PRIMARY SCHOOL            |
| <b>BSB:</b>          | 063 450                            |
| <b>Account No:</b>   | 10002492                           |
| <b>Reference:</b>    | Your child's surname and Fees 2023 |

## 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. Please refer to our [Refund Policy](#) on our 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.