



PARENT PAYMENTS ARRANGEMENTS

Roxburgh Park Primary School is looking forward to another great year of teaching and learning and would like to advise you of Roxburgh Park Primary School's parent payment arrangements for 2021.

Please find the fee schedule for Roxburgh Park Primary School outlined below along with the book pack list for 2021.

Roxburgh Park Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Roxburgh Park Primary School Council will annually review parent payments requested to ensure they are in line with Department of Education & Training guidelines. Charges will be itemized, costed and categorized as Essential Student Learning, Optional Items or Voluntary Financial Contributions.

Parent contribution requests will be made in line with the principles of Educational value; Access, Equity and Inclusion; Affordability; Engagement and Support; Respect and Confidentiality; Transparency and Accountability.

Financial Support for Families

Roxburgh 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 (CSEF) to eligible Parents
- State School's Relief support available for uniforms/footwear (contact office for further details)
- Tailored Payment plans
- Local community supports

For further information refer to Roxburgh Park Primary School's [Hardship Policy](#) on our website.

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

Business Manager: Renée Ruuska

Ph: 03 9303 9335 | Email: roxburgh.park.ps@education.vic.gov.au

Payment Methods

- Direct Bank Deposit – please add your child/ren's name in the narration field

Account Name: Roxburgh Park Primary School Council Official Account

BSB: 063-875

Account #: 10186502

- EFTPOS - at the office or contact the school on 9303 9335 for telephone EFTPOS payment
- BPay – Please contact the school for your Family BPay details.

Refunds

Refunds will be considered on a case by case basis and if approved will be credited to the family account/statement for future use. RPPS has the discretion to provide refunds to families and may do so where it is reasonable and fair (for example, if the school has not incurred a cost).

For further information on the Department's Parent Payment Policy please see a one page overview attached. The full Parent Payments Policy is available from the Department at education.vic.gov.au/pal.

FEE SCHEDULE – FOUNDATION TO GRADE SIX

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. Roxburgh Park Primary School also continues to welcome your voluntary contributions for 2021.

Payment for the Essential Student Learning items can be made in 3 instalments

- **1st Instalment due 9th November 2020 - \$25**
- **2nd Instalment due 9th December 2020 - \$25**
- **3rd Instalment due 9th February 2021 - \$25**

Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum.

Essential Student Learning Items Grade PREP	Amount
Reading Eggs Digital Subscription	\$10
Mathletics Digital Subscription	\$10
Reading A-Z Razkids Digital Subscription	\$10
Handwriting book	\$13
Science experiment materials: stockings, seeds, straws, masking tape, food colouring, vinegar, bicarb soda, aluminium foil, plastic cups/plates	\$8
Visual Arts – paints, brushes, textured materials and crafts	\$10
Wellbeing journal	\$14
TOTAL	\$75

Essential Student Learning Items Grade 1	Amount
Reading Eggs Digital Subscription	\$10
Mathletics Digital Subscription	\$10
Reading A-Z Razkids Digital Subscription	\$10
Handwriting book	\$13
Visual Arts – paints, brushes, textured materials and crafts	\$10

Science experiment materials: pipe cleaners, paddle popsticks, straws, masking tape, adhesives/glue, food colouring, vinegar, bicarb soda, balloons, aluminium foil, plastic cups/plates	\$10
Wellbeing journal	\$14
TOTAL	\$77

Essential Student Learning Items Grade 2	Amount
Reading Eggs Digital Subscription	\$10
Mathletics Digital Subscription	\$10
Reading A-Z Razkids Digital Subscription	\$10
Academic lap desk	\$11
Visual Arts – paints, brushes, textured materials and crafts	\$10
Science experiment materials: pipe cleaners, paddle popsticks, straws, masking tape, adhesives/glue, food colouring, vinegar, bicarb soda, balloons, aluminium foil, plastic cups/plates	\$10
Wellbeing Journal	\$14
TOTAL	\$75

Essential Student Learning Items Grade 3 to Grade 6	Amount
Reading Eggs Digital Subscription	\$10
Mathletics Digital Subscription	\$10
Lexile Digital Subscription	\$10
Co-Contribution towards 1-1 Learning Digital Device Program	\$21
Science experiment materials: pipe cleaners, paddle popsticks, straws, masking tape, adhesives/glue, food colouring, vinegar, bicarb soda, balloons, aluminium foil, plastic cups/plates	\$10
Wellbeing journal	\$14
TOTAL	\$75

Essential Book Packs

Attached is a book pack list which guides you on the everyday items that your child will use in the classroom. You may choose to purchase these items through the school's preferred supplier or provide your own.

Essential Book Packs	Amount
Foundation	\$68.69

Year 1	\$74.82
Year 2	\$72.66
Year 3	\$71.95
Year 4	\$64.30
Year 5	\$67.54
Year 6	\$71.30

For 2021 you will be required to purchase the Essential Book packs directly through “Paperchase OfficeNational”, or from your preferred supplier. The attached book list for your child’s year level provides instructions on how to purchase the items.

Optional Items

Roxburgh Park Primary School offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child.

Optional Item	Amount
Optional camps, excursions and incursions as scheduled throughout 2021. The cost of these will be advised throughout the year.	<i>To be advised</i>

Voluntary Contributions

Roxburgh Park Primary School continues to welcome your voluntary contributions to support our school, as well as providing additional activities and services for all students.

You can make a voluntary contribution to any of the specific priorities outlined in the table below:

Voluntary Contribution	Tax deductible?	Suggested Voluntary Contribution per family			Amount
		\$20	\$50	\$70	
General Contribution	Yes/No	\$20	\$50	\$70	
Additional Early years Intervention support Staff	Yes/No	\$20	\$50	\$70	
Maintenance for grounds and buildings	Yes/No	\$20	\$50	\$70	
Student led projects	Yes/No	\$20	\$50	\$70	
TOTAL					\$

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

Parent Payment Charges

Essential Student Learning Items
(Does not include book pack list – please refer to details in the attached book list) Amount - \$_____

Voluntary financial contribution Amount - \$_____

TOTAL - \$_____

School Council Approved on:	Signed by School Council President:	Scheduled for review:
17 th Aug 2020	K. Khalifa	September 2021

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW

The following is a summary of the main principles of the Parent Payments Policy:



FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.



PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

Essential Student Learning Items

- Items and activities which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own.

Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.



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 obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.