



Dear Parents and Guardians,

Arnolds Creek Primary School is looking forward to another great year of teaching and learning and would like to advise you of our 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 financial support, 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 state-of-the-art iPad program with enhanced digital learning opportunities and a wide range of specialist subjects.

The table on Page 3 outlines our suggested Curriculum contributions that will allow us to continue to provide a valuable educational experience for your child.

Educational items for students to own

We recommend that you purchase an art smock for your child to individually own and use.

Extra-Curricular Items and Activities

Arnolds Creek 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. School Sports, Excursions and Camps are organised and provided on a user-pays basis.

Payment methods

Payments can be paid to the school via any of the following options.

CASH/EFTPOS/CREDIT CARD - Payments can be made at the Front Office during the hours of 8:30am to 4:00pm on School Days. Payments via credit card can also be taken over the phone by contacting us on 9732 8300. Alternatively if you wish to email us with your payment information you can do so by emailing arnolds.creek.ps@education.vic.gov.au with card details, your name, child's name and the charge to which you would like your payment to be allocated.

BPAY - Arnolds Creek Primary School offers BPAY as a payment method for families. Please refer to your Tax Invoices and/or Family Statements to find your BPAY details. If you would like your payment to be allocated to a specific charge, please advise the school on 9732 8300 or email arnolds.creek.ps@education.vic.gov.au and attention to Elisha Squires.



Financial Support for Families

Arnolds Creek 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 School Relief
- Individual Payment Plan

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact our Administration team by calling 03 9732 8300 or email to arnolds.creek.ps@education.vic.gov.au

Refund arrangements

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.

Please complete the attached form and return to us.

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

Yours sincerely,

Frank Pawlowicz

Principal

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.