



SCORESBY PRIMARY SCHOOL
11 Ingrid Street, Scoresby, Victoria 3179
Telephone: 03 9763 7484
www.scoresbyps.vic.edu.au

Dear Families,

Scoresby Primary School is looking forward to another great year of teaching and learning, and a continued focus on health and wellbeing of our community. At Scoresby Primary School we provide rich and diverse learning experiences which extends well beyond the standard curriculum and would like to advise you of our Parent Payment Policy and voluntary financial contributions for 2025.

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.

Please be assured Scoresby Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all. In 2025 we have made the decision to keep the school levies at the same amount as 2024. We are continually striving to achieve the best for all students and these contributions which are approved by School Council, will allow us to provide extra programs and equipment for our students.

As the Department of Education only provides the school with a limited amount of student-based funding for a basic standard of curriculum delivery, we have relied on parent contributions over the last few years to develop and maintain a high quality of education and resources.

The ongoing support of our families ensures that our School can offer the best quality possible of education and support for our students.

The school levies are broken down into different contributions:

Curriculum Contributions

Items and activities that students use, or participate in, to access the Curriculum, including:

- Everyday items that your child will use in the classroom to learn the essential curriculum such as art supplies, science experiment equipment, sporting equipment, technology materials
- Computer applications where our students have their own individual password – At Scoresby Primary School we use Compass & Essential Assessments

Other Contributions

Non-Curriculum items and activities to support the daily operation and objectives of Scoresby Primary School such as Grounds maintenance.

Extra-Curricular (OPTIONAL) Items and Activities

Scoresby 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. Details of these items and activities will be provided to students and families throughout the year.

For further information on the Department's Parent Payments Policy please see a one-page overview attached. Or alternatively go to the Departments website for additional information:

www2.education.vic.gov.au/pal/parent-payment/policy

Yours sincerely,

Sue Hartley
Principal

Erin Parkin
School Council President

2025 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE

ITEM	Annual Amount per STUDENT
<p><u>Curriculum Contributions</u></p> <p><u>Stationery</u> – Including Exercise books, Ruled Paper (dotted thirds), Scrap books, Grid Books, Display books, Document Wallets, Plastic Pockets, Pencils, Pens (Blue, Black and Red), Grey Lead Pencils, Textas, Crayons, Highlighters, Student Scissors, Ruler & Glue Stick. Please note that book packs vary slightly based on the year of the child.</p> <p><u>General classroom</u> – e.g., paper, cover paper, glue, paint, glitter, copy paper, laminating pouches for certificates/special work & home learning sheets</p> <p><u>Specialist Subjects</u> Art – Specialised paper for drawing, water colours & acrylic paints, Food dyes, plasticine, Clay, oil pastels, various glues, collage items e.g., beads, glitter, polystyrene balls and fabrics. English, Maths, Stem, Lote, PE and Performing Arts - Supplies such as ribbons, certificates), Music (Supplies include music book, certificates etc.) and LOTE (supplies including craft activities for Chinese cultural day). Printing and photocopying of worksheets and learning materials</p> <p><u>Digital Devices</u> The technology contribution assists with the costs of technology in the school – hardware, software, digital learning devices (i.e., Ipads & netbooks). This contribution also assists with the upkeep and upgrading of digital learning devices, subscriptions to provider: e.g., compass, essential assessments</p>	<p>\$60.00</p> <p>\$40.00</p> <p>\$55.00</p> <p>\$130.00</p>
Total Amount	\$285.00
School grounds maintenance and improvements (suggested amount – per family)	\$ 70
Total Amount	\$

Extra-Curricular Items and Activities

Scoresby 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.

Extra-Curricular Items and Activities	Amount
Interschool Sports/Cross Country program to be scheduled	TBA
Optional Swimming Program	TBA
Camps and excursions to be scheduled	TBA

ITEM	Item Amount	Number of students in your family	Annual Amount per FAMILY
Curriculum Consumables /other contributions	\$285		\$
Grounds and Maintenance Levy	\$70	Per family	\$
TOTAL FAMILY CONTRIBUTION			\$

Note: If parents/guardians choose to provide equivalent stationery materials themselves, this should be done in consultation with the classroom teacher, and items should meet the specifications provided by the school. Book pack content lists can be made available upon request. Please also be advised that the \$60 charge covers the initial book pack allocated to each student at the commencement of 2025 school year as well as additional supplies purchased during the year and distributed to students as required. Please also be advised that our charges are EX GST and as we buy in bulk many of the items are cheaper than sold in store.

Financial Support for Families

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

- State Schools' Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate
- Camps, Sports and Excursions Fund provides payments for eligible students to attend camps, sports and excursions
- Victorian School Saving Bonus
- Flexible payment arrangements



For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements or organise a payment plan for 2025, contact Tina Clark, Business Manager on 03 97637484, or email Tina.Clark@education.vic.gov.au

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

Payment Options – Full Payment due 21st February 2025

Please note the various payment options detailed below. Families may elect to pay in full by the 21st of February 2025 OR a payment plan. If you are experiencing difficulties please contact the Principal, Sue Hartley, or Business Manager Tina Clark to make alternative arrangements.

Option A 	<p>Payments for all Curriculum and other Contributions can be made either in full or by instalments using Compass Course Confirmation and Payments.</p> <ol style="list-style-type: none"> 1. Open Course Confirmations and Payments and select the payments you would like to make 2. Either pay in full or via instalments in Compass Course Confirmation 3. Complete payment using your Debit/Credit Card details and submit.
Option B 	<p>Payments can be made at the school office by EFTPOS/Credit Card/Cash/Cheque. If paying by cheque, please make payable to Scoresby Primary School. Please be advised that the office will open on Thursday the 23rd of January between 9.00am – 2.00pm should you wish to pay your levies before the school year starts or if you wish to discuss any issues.</p> <p>Payments can be made either in full or via instalments using Compass Course Confirmation and Payments by printing the 'Pay in Person' page and returning this to the office for payment</p> <ol style="list-style-type: none"> 1. Open Course Confirmations and Payments and select the payments you would like to make 2. Either pay in full or via instalments in Compass Course Confirmation 3. Select "Pay in Person" and return completed form and payment to office
Option C Direct Deposits	<p>Direct Deposit into the School Bank Account 083-125 026861634 (Scoresby Primary School Official account) Or BPAY from family details (contact the school office for your BPAY details). (Please use your name as the reference if Direct Depositing)</p>
Option D	<p>Setup a Payment Plan – Discuss with Tina Clark (Business Manager)</p>
Option E	<p>Centre pay Instalments (For more information speak to Office)</p>

PARENT PAYMENT PLAN 2025

Payment 4 \$.....

Due 10th of October 2025

Student _____ Grade _____ Amount \$ _____

Payment for	Parent Payments and voluntary levy	Expiry	/
Card number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
	CVC _____		
Cardholder's name		Cardholder's signature	

Payment 3 \$.....

Due 25th July 2025

Student _____ Grade _____ Amount \$ _____

Payment for	Parent Payments and voluntary levy	Expiry	/
Card number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
	CVC _____		
Cardholder's name		Cardholder's signature	

Payment 2 \$.....

Due April 18th 2025

Student _____ Grade _____ Amount \$ _____

Payment for	Parent Payments and voluntary levy	Expiry	/
Card number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
	CVC _____		
Cardholder's name		Cardholder's signature	

Payment 1 \$.....

Due 21st February 2025

Student _____ Grade _____ Amount \$ _____

Payment for	Parent Payments and voluntary levy	Expiry	/
Card number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
	CVC _____		
Cardholder name		Cardholder's signature	

PARENT PAYMENTS POLICY 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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.

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