# parent payment arrangements 2021

Dear Parents/Carers (2021 Year 3 students)

Bell Primary School is looking forward to another great year of teaching and learning and would like to advise you of parent payment arrangements for next year.

Please find the fee schedule for Year 3 attached. Please note: this is not an invoice; payment can be made from January next year when an itemised invoice is sent home.

Victorian Government guidelines set out that parent payments should be sought to cover the costs of providing essential education items and other contributions that directly support the educational programs we deliver. The school makes every effort to keep the cost of items and activities to a minimum and affordable for all parents/carers.

### Financial Support for Families

Bell 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) for eligible families
* Individual family payments arrangements upon request

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Robyn Radford (Business Manager) or Jo Taylor (Administration Officer).

### Payment Methods

An invoice will be sent home at the beginning of the school year. Payment is due by **19th February 2021**. There are various payment options including Qkr!, Credit Card, cash or cheque, further details will be provided when invoices are issued.

### Parent Payment Charges

Essential Student Learning Items $230

Educational Program Contributions $ 50

Other Educational Activities (excursions etc.) $250 (estimated cost only)

**Refunds**

Any refunds of parent payments will be determined by the school on a case by case basis, in line with the Department’s Parent Payment guidance.

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

We look forward to your continued support of the school. With your contribution, the quality education at Bell Primary School will continue to be enhanced in 2021.

Yours sincerely,

David Twite Amber Griffiths

PrincipalSchool Council President

## Fee schedule – Year 3

Please find the itemised list of Essential Student Learning Items, other contributions and optional items for your child. Bell Primary Schoolalso continues to welcome your voluntary contributions for 2021.

### Essential Student Learning Items

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

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| --- | --- |
| Essential Student Learning Items - Individual Stationary List | |
| You may choose to purchase these items through the school with all items ready of the first day of school OR provide your own identical/similar items by the start of the school year. | Quantity |
| Faber Castell Grip Triangle Coloured Pencils Pack 10 | 2 |
| Celco Deluxe Student Scissors 160Mm | 1 |
| Faber-Castell Fibre-Tip Coloured Markers Assorted Pack 12 | 2 |
| Micador Name Pencil Case Green 340x170mm | 1 |
| Plastic Ruler | 1 |
| Staedtler Rasoplast Eraser Large | 2 |
| Bostik Glu Stik 35G | 3 |
| Double Hole Metal Pencil Sharpener | 2 |
| Artline 577 Whiteboard Marker Bullet Tip 3.0mm Black | 1 |
| Verbatim Urban Headgear Multimedia Stereo Headphones with Volume Control | 1 |
| Targeted Handwriting Book | 1 |
| Marbig Slimpick Document Wallet Foolscap Light Blue | 1 |
| Display Book Refillable A4 20 Pocket | 2 |
| Staedtler 110 Tradition Pencil HB | 10 |
| Staedtler Stick 430M Ballpoint Pen Medium 1.0mm Red | 2 |
| Staedtler Stick 430M Ballpoint Pen Medium 1.0mm Blue | 2 |
| Staedtler Stick 430M Ballpoint Pen Medium 1.0mm Black | 2 |
| Sharpie Permanent Marker Ultra Fine 0.3mm Black | 1 |
| Stabilo Boss Highlighter Chisel Tip 2.0-5.0mm Assorted Colours Wallet 4 | 1 |
| Olympic Scrap Book Wings 335 x 245mm 67GSM 72 Pages | 2 |
| A4 Exercise Book 96 Pages 18mm Dotted Thirds | 10 |
| Spirax 130 Graph Book A4 48 Pages 10mm Grid | 4 |
| Nallawilli Office Wares Spiral Notebook A5 120 Pages | 1 |
| Self-Stick Removable Notes 76X76mm | 1 |
| **Total** | **$125** |

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| Essential Student Learning Items – Bulk Consumables and On-Line Learning | |
| Bulk items will be purchased by the school to distribute equitably to all students throughout the year to deliver the learning programs. | Amount |
| Consumables for Literacy/Numeracy e.g. copy paper, card, tape, colour squares etc. | $35 |
| Consumables for Inquiry, STEAM and Wellbeing e.g. experiment materials, poster paper etc | $20 |
| Consumables for Specialist Subjects - Art (craft materials, paints, oils pastels etc.) Italian (craft materials, cooking etc.) and Music (workbook, paper, card etc.) | $25 |
| Subscriptions for Sunshine Classic and Assessment platforms e.g. Essential Assessment, SPA | $20 |
| First Aid Materials | $5 |
| **Total** | **$105** |

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| Educational Program Contributions | |
| This contribution is not compulsory; however, money goes directly towards the additional costs related to daily learning experiences in classroom and specialist programs. | |
| * Classroom Sets- Guided Reading texts, Book Club texts and take-home reading books * Hands on Maths Resources e.g. counters, dice, cards, clocks, measuring equipment etc. * Digital Technologies and STEAM resources * Musical instruments and repairs * PE/Sports equipment e.g. Balls, bats, bibs. * Italian teaching and learning resources e.g. Bilingual books, games etc. * Art – scissors, paintbrushes, clay tools etc. | |
| **Total** | **$50** |

### Optional Items

Students at Bell Primary School also have many opportunities to engage in extra curricula activities that are run by outsourced instructors, such as French, Art, Dance or several music classes – including instrumental instruction that is scheduled during the school day and Kelly Sports after school. Please refer to the school website and newsletters for further information.

### Voluntary Contributions

There are three voluntary payment options:

1. the Bell Primary School Building Fund established in 2015
2. the new Bell Primary School Library Fund established in 2021
3. the Grounds Levy.

Donations to the **Building Fund** will be primarily used to enable the school to add value to its current buildings which have been prioritised by School Council. For example, the upgrade to the shelter shed will remain the initial focus for 2021.  The Building Fund is an Australian Taxation Office endorsed fund providing tax deductible status for all donations received.

Donations to the **Library Fund** will go directly to improving the catalogue of books and reading materials, ensuring there is an engaging and diverse range of literature for all students to enjoy. The Library Fund is an Australian Taxation Office endorsed fund providing tax deductible status for all donations received.

Donations to the **Grounds Levy** will enable the continued maintenance of the school’s ample grounds to an adequate standard while continuing to try and enhance the outdoor experience for students.

We will be seeking voluntary financial contributions (donations) to the one or all of the above funds and levies at any amount.

### Other Educational Activities

*Other essential education items (will be billed separately throughout the year).*

The school offers a range of extra curricula activities that students can participate in such as: camps, excursions and sport activities for the appropriate grade levels. We anticipate all students will participate in these activities.

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| **Grade Level** | **Estimated Cost** | **Amount (approximate)** |
| **Grade 3** | Excursions & Incursions, including swimming | $250 |

# parent paymentS policy

## one page overview

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

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|  | 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. |

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|  | 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.   **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.   **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. |

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|  | 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. |

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|  | SCHOOL PROCESSES   * Schools obtain school council approval for their parent payment arrangements and upload their arrangements on their school’s public website for transparency. |