

November 2021

Dear parent/guardian/carer,

Pakenham Hills Primary School is looking forward to another great year of teaching and learning and would like to advise you of Pakenham Hills Primary School's changes to the voluntary financial contributions for 2022.

Educational Items

In 2022 Pakenham Hills PS will provide students with necessary textbooks, cover the cost of online subscriptions to Reading Eggs and Mathletics and any other consumables (i.e., Art / Craft materials) required to implement the school curriculum. The school will use the equity money it receives to cover these costs.

Educational Items for Students to own

Parents will be provided with a booklist to allow them to purchase basic items, such as exercise books, pens/pencils, rulers, etc. directly from Maxim or you may source these items wherever you feel you can get them at a cheaper cost. The handwriting workbook on the list can only be purchased through an educational supplier like Maxim or Office Works.

These educational items are for your child to individually own and use. Any unused items will be sent home with them at the end of the school year.

Items purchased through Maxim will be delivered directly to the school, for the start of the school year. If you choose to not purchase the materials pack through Maxim, you will need to ensure your child / children have all the basics on the booklist with them at school on their first day.

Curriculum Contribution

As a result of this change the school will not charge a curriculum contribution in 2022.

Extra-Curricular Activities

Pakenham Hills PS offers a range of activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

These are provided on a user-pays basis.

These activities include the 3/4 and 5/6 camps, excursions/incursions, concert, and inter-school sports. Parents are notified of the cost of these in advance of the activity and given time to pay for the activity. Regarding camps, parents can arrange an agreed payment method with the school.

Financial Support for Families

Pakenham Hills PS understands that some families may experience financial difficulty and those families that qualify are able to use their Camps, Sports and Excursions Fund money to pay for their child's / children's extra-curricular activities.

Where a parent needs to use their CSEF for a camp or excursion, please contact Elaine Eastwood (Business Manager) on 5941-4436 to arrange this.

Refunds

Where a parent has paid for an extra-curricular activity and this is subsequently cancelled, any monies paid to the school will be refunded.

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



Dale Hendrick
Principal



Elise Chapman
School Council President

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.