



# Tucker Road Bentleigh Primary School

## YEAR FOUNDATION (PREP) PARENT/CARER/GUARDIAN PAYMENT POLICY ARRANGEMENTS 2024

16 October 2023

Dear parents, carers, and guardians

Tucker Road Bentleigh Primary School is looking forward to another great year of teaching and learning and would like to advise you of TRBPS's voluntary financial contribution arrangements for 2024.

Tucker Road Bentleigh Primary School provide free instruction and is funded by the Department of Education, via the Student Resource Package for standard instruction in the Victorian Curriculum. Every effort is made to keep the cost of the contributions to a minimum. 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 you support, whether that is through fundraising, contributions or volunteering your time. This has made a huge difference to our school and the programs that we can offer.

Within our school this support has allowed us to offer a wide range of subjects and special curriculum experiences: enhanced digital learning opportunities and equipment, faster WIFI and internet, a local school-based digital technologies technician, purchasing and maintenance of air conditioning units, a Kitchen Garden Program, purchasing of extra resources for Physical Education and Sport, the Music room and Library, as well as providing a First Aid Officer.

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

If you have any questions regarding the parent/carer/guardian payments, please contact the office.

Yours sincerely,

Robyn Farnell  
Principal

Elizabeth Runting  
School Council President



# Tucker Road Bentleigh Primary School

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum  | Amount |
|---|--------|
| <p><i>Year Prep classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• <i>Purchasing of Art supplies and resources – paint, crayons, canvas, glitter, coloured paper, clay etc.</i></li> <li>• <i>Music instruments, resources and maintenance and repairs</i></li> <li>• <i>Sports – awards, equipment and maintenance</i></li> <li>• <i>LOTE Italian resources</i></li> <li>• <i>Inquiry Learning -Science and Technology – chemicals, tech shed and STEM resources</i></li> <li>• <i>Critical Literacy resources including take home books and tasks</i></li> <li>• <i>Maths class sets (playing cards MAB counters etc.</i></li> <li>• <i>Kitchen Garden maintenance and consumables</i></li> <li>• <i>Printing and photocopying of work tasks and learning materials to learn in class and at home</i></li> <li>• <i>Library - to support book purchases and other equipment that sustain the library as a valuable resource</i></li> </ul> | \$200  |
| <p><i>Year Prep Online Subscriptions</i></p> <ul style="list-style-type: none"> <li>• <i>Essential Assessment – Literacy and Numeracy</i></li> <li>• <i>Sunshine online, Epic and zip tales for use at school and at home</i></li> <li>• <i>Compass to support report writing parent/guardian communication and student attendance</i></li> </ul>   | \$100  |
| <p><i>Year Prep ICT Devices –</i></p> <ul style="list-style-type: none"> <li>• <i>provision of devices from the shared classroom sets and infrastructure maintenance and equipment upgrade to sustain and enhance our ICT program</i></li> </ul>  | \$100  |
| Other Contributions - for non-curriculum items and activities   | Amount |
| <i>First aid officer and equipment to treat students and to meet student health needs when at school, on excursions and camp</i>  | \$80   |
| <i>Tissues and hand sanitiser bulk ordering</i>   | \$20   |
| <i>School grounds maintenance and improvements to keep the school looking its best</i>  | \$30   |
| <i>Non-department maintenance and replacement of classroom fixtures, such as air-conditioners, storage unit and portable Literacy boards.</i>   | \$20   |
| <i>Student Wellbeing- the school provides uniforms, events camps etc for students suffering from hardship</i>   | \$5    |
| Tax deductible contributions  |        |
| <b><i>Building fund.</i></b> <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i>   | \$     |
| <b>Total Amount</b>   | \$     |



# Tucker Road Bentleigh Primary School

Tucker Road Bentleigh PS 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-pay basis.

| Extra-Curricular Items and Activities   | Amount                     |  |
|---|----------------------------|--|
| <b>Instrumental music lessons, special sport days, swimming, incursions and excursions, school concert, LOTE day and school photos are additional charges, which are set and confirmed closer to the relevant dates. These are all additional extra-curricular activities (user pay).</b> | TBA – closer to each event |  |

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)
- access to State Schools Relief Committee support via the principal to assist with clothing/uniform

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

The principal through the administration office on 95572044 or email:

[tucker.rd.bentleigh.ps@education.vic.gov.au](mailto:tucker.rd.bentleigh.ps@education.vic.gov.au)

## Total:

| Category                              |                           |       |
|---------------------------------------|---------------------------|-------|
| Curriculum Contributions              |                           | \$400 |
| Other Contributions                   | <i>Tax Deductible</i>     | \$155 |
|                                       | <i>non-tax deductible</i> | \$    |
| Extra-Curricular Items and Activities |                           | TBA   |

## Payment Methods

TRBPS continues to welcome any voluntary contributions to support our school.

The school would welcome any voluntary contributions this term or the commencement of the 2024 school year. Voluntary Contributions can be made paid through the Parent Portal on Compass.



# Tucker Road Bentleigh Primary School

School council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building Funds.

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 you wish to contribute or not.

## **Refunds**

Parent/carer 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 reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent/Carers Payment Policy and any other relevant information.

**Please find the attached the DE one-page Parent/Carer/Guardian Payment Arrangements Policy overview.**



# Tucker Road Bentleigh Primary School

## PARENT/CARER/GUARDIAN 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/CARER 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.