



16<sup>th</sup> November 2021

Dear parent/guardian,

We look forward to another great year of teaching and learning at Kossie in 2022. We would like to advise you of *the* voluntary financial contributions that are required.

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 support, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to continue to run the Stephanie Alexander Kitchen Garden Program, purchase new furniture for the classroom, improve our grounds with the installation of the fitness track and gardens. Next year we plan to continue the Stephanie Alexander Garden Program and invest in some building works to increase our learning spaces.

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

Each year we go to great lengths to source the best products for your child's book box. Attention is paid to such things that make a difference to your child's learning that you may not have perhaps noticed. For example, how dark the lines are on the pages, the shiny / matt finish on the paper can make a significant difference. By purchasing through the one supplier, those quality supplies are purchased in bulk and savings are passed on to you. To obtain your 'book box' for next year our arrangements have changed. You may choose to purchase your own or order online through our preferred supplier. To do this contact Gippsprint online at <https://gippsprint-booklists.officechoice.com.au/default/booklists?school=4479&action=search> by 23/12/21. The book boxes will then be delivered to the school and can be collected on either Friday 28<sup>th</sup> of January or Monday 31<sup>st</sup> January between the hours of 8.30 and 4.00 pm when you will be able to pay for your curriculum contributions. If you choose to order your own, the book lists can be obtained from our website at [www.kossie.vic.edu.au](http://www.kossie.vic.edu.au).

Yours sincerely,

Chelsea Granger

PRINCIPAL

David Clark

School Council President





## What your contributions pay for:

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<b><i>Classroom consumables, materials &amp; equipment</i></b> <ul style="list-style-type: none"> <li>• <i>Art – paint, crayons, canvas, glitter, coloured paper</i></li> <li>• <i>Food for SAKG –Senior \$40</i></li> <li>• <i>Mathematics – numeracy blocks</i></li> <li>• <i>English – book boxes</i></li> <li>• <i>Sports – equipment</i></li> <li>• <i>Library Books</i></li> </ul>	<b>\$50</b>
<b><i>Online Subscriptions</i></b> <ul style="list-style-type: none"> <li>• <i>Mappen</i></li> <li>• <i>Reading Eggs</i></li> <li>• <i>Compass</i></li> </ul>	<b>\$40</b>
<b><i>ICT Devices – provision of devices from the shared classroom sets</i></b>	<b>\$10</b>
<b><i>Printing and photocopying of worksheets and learning materials</i></b>	<b>\$15</b>
<b>Total Amount</b>	<b>\$115</b>

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact **Edna Stolk** Ph: 03 **51742512** | Email: [traralgon.ps.kosciuszko@education.vic.gov.au](mailto:traralgon.ps.kosciuszko@education.vic.gov.au)

### Payment methods (Please circle)

- *Cash*
- *EFTPOS*
- *Direct deposit to the school's bank account. Bendigo Bank 313 140 / 12028165*

I authorise \$\_\_\_\_\_ to be charged to my Visa / MasterCard.

Details as follows:

<b>NAME (as on card)</b>																			
<b>CARD NO:</b>																			
<b>SIGNATURE</b>																			
		<b>VISA</b>				<b>MASTERCARD</b>					<b>EXPIRY DATE</b>	<b>___Month___Year</b>							



**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.

# 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.