



CHURCHILL PRIMARY SCHOOL

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A.B.N. 26 126 701 896

Dear parent/guardian,

Churchill Primary School is looking forward to another great year of teaching and learning and would like to advise you of our schools' voluntary financial contributions.

Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. We want to thank you for all your support, whether that is 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

- Offer a wide range of subjects and special curriculum experiences for our students across all year levels
- Enhanced digital learning opportunities
- Maintain & upgrade school grounds

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

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities
- Referrals to external agencies

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

Tayla Christensen – Business Manager

Ph: 03 5122 1343 | Email: Churchill.ps@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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information.

Prep families

We're pleased to let our Prep families know that school contributions are free for students in their first year of school. This helps support a smooth and accessible start to school for all children. Families are, of course, welcome to make a voluntary contribution if they wish, and we greatly appreciate any support, as it helps us continue to provide quality resources and learning opportunities for all students.

Yours sincerely,

Jacquie Burrows – Principal

Kate Kerslake – School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<ul style="list-style-type: none"> • Art – paint, crayons, canvas, glitter, coloured paper • Mathematics – numeracy blocks, counters, magnets, corrective maths books • English – Spelling mastery resources, computer testing applications • Sports – equipment • AUSLAN program • Shared classroom stationary • A3 & A4 Paper – including writing, graph, tissue and coloured paper • Printing and photocopying of worksheets and learning materials • ICT Devices – provision of devices from the shared classroom sets 	\$80
Total Curriculum Contributions	\$80

Other Contributions - for non-curriculum items and activities	Amount
<ul style="list-style-type: none"> • School Sports Victoria affiliation • Student wellbeing programs • First aid equipment • School grounds maintenance and improvements 	Incl in above cost
Total Other Contributions	\$

Payment methods

Please note payments will be uploaded to Compass Billing at the start of Term 2.

COMPASS PAY – Compass Pay for Parent Payment’s will be our preferred option for payments. This can be accessed through “Payment Centre / School Fees” on the home page of Compass.

CASH OR EFTPOS- Payable by any of these methods in person at the office.

PARENT PAYMENTS POLICY

[Parent Payments: Policy | education.vic.gov.au](https://www2.education.vic.gov.au)

<https://www2.education.vic.gov.au/pal/parent-payment/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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.