



# Porepukah Primary School

December 2023

Dear parent/guardian,

Porepukah Primary School is looking forward to another great year of teaching and learning and would like to advise you of Porepukah Primary School's voluntary financial contributions for 2024.

Schools provide students with free instruction to fulfil the standard curriculum requirements 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.

The environment and resources that we enjoy today represent the contributions made by our parent community over many years. The voluntary contributions make a significant difference to the quality of our programs. This financial support ensures that we can continue to provide the excellent range of facilities and resources for your children. Your support in 2023 allowed us to:

- provide high quality programs and specific subject materials and equipment for English, Mathematics, Digital Technologies, Humanities, Science, Design Technology, The Arts, Music, Inquiry, Italian and PE
- maintain sufficient class sets of books for students to develop their reading skills
- provide hands on maths equipment such as measuring materials for teaching purposes
- maintain and enhance our school library with new books and resources
- facilitate Literacy and Mathematics online digital subscriptions
- deliver a range of sporting equipment and access to sport programs
- ensure the upkeep of our computer devices to enhance learning opportunities
- replace outdated projectors with new Interactive Whiteboards in every classroom
- arrange for individual student supplies and class bulk supplies
- maintain and develop the school grounds
- offer effective first aid for all students.

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

Yours sincerely,

Jill Gillies

Principal

Porepukah Primary School

Elita Sams

President

Porepukah Primary School Council



# Porepunkah Primary School

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Foundation classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• 4 Mega-space Scrapbooks 64pg</li> <li>• 2 24mm Ruled Exercised Book</li> <li>• 1 Targeting Handwriting Student Book</li> <li>• 1 A4 Double Sided Student Whiteboard</li> <li>• 1 Oil Pastels</li> <li>• 1 Book Box</li> <li>• 1 Small Magnetic Whiteboard Eraser</li> <li>• 1 Art Folio A3</li> <li>• 1 Reading/Communication Satchel</li> <li>• History/Science/Technology – project materials, equipment</li> <li>• Literacy/Numeracy – shared resources/reading materials</li> <li>• A4 Paper</li> <li>• A3 Paper</li> <li>• Coloured Craft Paper and other paper supplies</li> <li>• Paint and Craft Materials</li> </ul> <p><i>* \$10.95 Reading/Communication Satchel is a one-time purchase in 2024 and should last students for the remainder of their time at Porepunkah Primary School. A replacement satchel will be available for purchase from the school office in subsequent years.</i></p>	\$110.92
<p><i>Foundation Online Subscriptions</i></p> <ul style="list-style-type: none"> <li>• Digital Mathematics Subscription</li> <li>• Digital Literacy Subscription</li> </ul>	\$29.58
<p><i>Foundation ICT Devices – provision of devices from the shared classroom sets</i></p>	\$10.00
<b>Total Amount</b>	<b>\$150.50</b>

Other Contributions - for non-curriculum items and activities	Amount
<p><i>Contribution to the School Library and the Library Space – books, software subscription, staffing, library materials and storage – please nominate the amount you would like to donate.</i></p> <p style="text-align: center;"> <input type="checkbox"/> \$10             <input type="checkbox"/> \$20             <input type="checkbox"/> \$30             <input type="checkbox"/> \$50             <input type="checkbox"/> \$100         </p>	\$
<b>Total Amount</b>	<b>\$</b>

**\*\* Please note \*\* Payment is not required until the beginning of the 2024 school year.**



# Porepukah Primary School

## Educational items for students to own

Below is a list of items that the school recommends you purchase for your child to individually own and use. Stationery items should be high quality and not include stationery 'toys' which can distract from learning. Please ensure all individual items are **clearly labelled with your child's name** and brought to school on the **first day of the school year**. It is important that your child has all the necessary stationery requirements for the first day of school, so that they can fully participate in planned lessons. Spare stationery items should be placed in a clearly labelled snap lock bag and sent to school on the first day of the school year. These items may need to be topped up during the school year.

Educational Items for students to own – Purchased by the Parent	Checklist
Packet of 12 Coloured Pencils ( <b>Only</b> )	
Packet of 12 Coloured Textas ( <b>Only</b> )	
10 <b>Large</b> Glue Sticks	
10 2B Grey Lead Triangular Pencils – <b>pre-sharpened</b>	
2 Black Whiteboard Markers	
2 White Erasers	
1 Pair of Scissors	
1 Pencil Sharpener ( <b>no toy sharpeners</b> )	
1 <b>Wooden</b> Ruler with centimetre markings ( <b>no metal or plastic</b> )	
1 Pair of Headphones ( <b>no ear buds or microphone</b> )	
2 Black Sharpies	
Art Smock (old large shirt is fine)	
Pencil Case	
<b>Cloth Library Bag – for library borrowing</b>	

**Place this listing on your fridge for future reference when purchasing either online or at the January sales.**



# Porepunkah Primary School

## Extra-Curricular Items and Activities – provided on a user-pays basis

Porepunkah Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

If you would like to purchase an item or activity for your child, a note and costing will be sent home prior to the event and should be returned by the due date with the payment. Below is an indication of some of the extra-curricular items and activities that are offered.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>Optional Excursions such as theatre performances or activity days</i>	As Advised	
<i>Optional Buddy Activities</i>	As Advised	
<i>Optional Sport Activities</i>	As Advised	
<i>Other optional camps and excursions to be scheduled</i>	As Advised	
<b>Total Extra-curricular Items and Activities</b>		<b>\$ TBA</b>

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief
- Local Community Support

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

Jill Gillies

Ph: 03 5756 2253 | Email: [jill.gillies@education.vic.gov.au](mailto:jill.gillies@education.vic.gov.au)



# Porepunkah Primary School

## Total

Category	
Curriculum Contributions	<b>\$150.50</b>
Other Contributions	\$
<b>Total Amount</b>	<b>\$</b>

## Payment methods

Payments to the school can be made online via Bank Transfer, EFTPOS or directly through the school office. The school accepts payment plans and part payments on a regular basis for all payments through prior arrangement. Families may wish to use a payment plan for any parent payments and high-cost events such as school camps or excursions.

## 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 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.