



Pleasant Street Primary School

31st October 2022

Dear Families,

Pleasant Street Primary School is looking forward to another great year of teaching and learning and would like to advise you of our parent payment arrangements for 2023.

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 contributing financially to the school, fundraising, or volunteering your time. This has made a huge difference to our school and the programs we can offer.

It is a DET requirement that we provide this information to you in Term 4 2022.

Within our school, this support has allowed us to organise and coordinate programs outside of the traditional teaching and learning classroom structure. These financial contributions assist us with the purchasing of Art, Science and Physical Education equipment and resources and support classroom teaching of the established subjects such as reading, writing and maths. Your contributions will also support our combined efforts to improve the school grounds and outside facilities.

The total contribution amount for a Foundation to Year 2 child is \$240. The total contribution amount for a Year 3 to 6 Year child is \$260. These contributions will be available to pay as a lump sum on Compass in 2023 or as a lump sum or payment plan at the office.

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

Yours sincerely,

Janet Hillgrove
Principal

Brett Seakins
School Council President



Pleasant Street Primary School

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment <ul style="list-style-type: none"> Literacy materials such as class novels, home readers, big books Maths materials such as dice, playing cards, counters and magnetic tools Art materials such as paint, crayons, canvas, glitter, coloured paper Science equipment such as gardening tools, ingredients, construction materials Sports equipment such as balls, skipping ropes, beanbags, racquets 	\$150.00
Digital & Online Subscriptions <ul style="list-style-type: none"> Seesaw (\$15) Compass Communication Platform (\$15) 	\$30.00
Printing and photocopying of learning materials	\$15.00
Other Contributions - for non-curriculum items and activities	
First aid requisites such as bandaids, ice packs, bandages, tissues	\$10.00
School grounds improvements such as plants, fruit and vegetable seedlings	\$30.00
School Sports Victoria CHL School Sports Association membership <i>Middle & Senior Students only</i>	\$20.00
Total Curriculum and Other Contributions	
Foundation to Year 2 Student	\$240.00
Year 3 to 6 Student	\$260.00

Tax Deductible Contributions	Amount
<p>Pleasant Street Primary School has a tax deductible fund to support our library. These contributions greatly benefit our library for current and future students and provide the donor with tax deduction.</p> <p>The Pleasant Street Primary School Library Fund donations may only be used for the following; new books, library computer software and hardware and certain library furniture such as bookshelves and displays.</p>	<p><i>Set by donor, please see the office</i></p>



Pleasant Street Primary School

Educational items for students to own

A booklist will be provided shortly via Compass that lists items that the school recommends you purchase from Champion Education for your child to individually own and use. All ordering is completed online and you will be notified by Champion when your pack is ready to be picked up. P

Extra-Curricular Items and Activities

Pleasant Street Primary School 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-pays basis.

Extra-Curricular Items and Activities	Amount
Optional camps, excursions or incursions to be scheduled throughout 2023. The cost of these activities will be advised throughout the year and may differ for each year level/unit.	TBA
Optional Swimming Program	\$40.00
Optional Interschool Sports programs	TBA
Year 6 Graduation	TBA

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- Payment Plans
- Hardship support (contact the school for further information)

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Janet Hillgrove (Principal), Sue Howlett (Business Manager) or Helen Romeril (Assistant Principal) on 5332 2598 or pleasant.ps.ballarat@education.vic.gov.au.

Payment methods in the office

- Cash
- EFTPOS
- Compass Pay
- BPAY
- Direct Deposit



Pleasant Street Primary School

Refunds

Please refer to the Parent Refund Policy for Pleasant Street Primary School below.

PARENT REFUND POLICY

PURPOSE

Pleasant Street Primary School encourages all students to participate in extra-curricular activities, including attendance at camps and excursions.

There will be occasions when, for whatever reason(s), a student needs to withdraw from an activity after they have made payment to the school for all or part of that activity.

Pleasant Street Primary School must ensure that the provision of services for students (i.e. excursions / camps / visiting groups / services) do not incur direct costs to the school, nor cause the school to run at a loss.

AIMS

To provide a fair and equitable refund system.

IMPLEMENTATION

Students withdrawing from an activity will not automatically be entitled to a refund:

- Where the school is charged for the provision of a program or service as a bulk cost and not a 'per head' cost, no refund will be given.
- Where a 'per head' fee is charged, refunds, in the form of a credit back to their account, may be given.
- Where there is a combination of a bulk charge and a 'per head' charge in an excursion (e.g. a visit to the zoo where the bus charge is bulk cost and the entry fee is a 'per head' cost) only the 'per head' component can be refunded, in the form of a credit back to their account.
- Notes to parents will include non-refundable information.
- Refunds may be considered under special circumstances and at the Principal's discretion.
- Deposits paid for school camps and swimming will be non-refundable unless either cancelled by the school or at the Principal's discretion, then will be in the form of a credit back to their account.
- Refunds, in the form of a credit back to their account, will be processed once all outstanding charges are met.

EVALUATION

This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in February 2020

DET 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.