



## 2025 PARENT PAYMENT ARRANGEMENTS – Year 4

Dear Parent/Carer,

Werribee Primary School is looking forward to another great year of teaching and learning and would like to advise you of Werribee Primary School's voluntary financial contributions for 2025.

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 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 organise and coordinate the best possible programs outside of the traditional teaching and learning classroom structure. These financial contributions assist us with the purchasing of art, digitech and physical education equipment and resources. This in turn supports these programs to be exemplary, together with our exceptional classroom teaching of the established subjects such as Reading, Writing and Maths.

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

Yours sincerely,

David Quinn  
Principal

Liam O'Brien  
School Council President



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"><li>Classroom – cover paper, craft items, post it notes, folders, display books, etc</li><li>Art – paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material, clay, wood, beading etc.</li><li>Science – ingredients, books, shared classroom materials</li><li>Mathematics – numeracy materials, maths kits</li><li>English – class sets, novels, readers</li><li>Physical Education and Sport – awards, materials, equipment</li><li>Library – books, subscriptions</li></ul>	60.00
Online Subscriptions	
<ul style="list-style-type: none"><li><b>Maths Online</b> Mathematics Tuition to teach your child to understand math.</li></ul>	21.60
<ul style="list-style-type: none"><li><b>Elastik</b> Data analysis and curriculum platform</li></ul>	19.95
<ul style="list-style-type: none"><li><b>Sunshine Online</b> Two vast libraries offer quality texts for children who are just beginning to read, right through to those who are developing fluency and independence.</li></ul>	2.90
<ul style="list-style-type: none"><li><b>Essential Assessment</b> A comprehensive Assessment toolkit to improve the teaching, learning and assessment of Numeracy and Literacy.</li></ul>	17.98
<ul style="list-style-type: none"><li><b>Jamf Pro</b> Apple device management software.</li></ul>	7.43
ICT Devices and Infrastructure	40.00
Printing and photocopying of learning materials	12.00
<b>Total Curriculum Contributions</b>	<b>181.86</b>



Other Contributions - for non-curriculum items and activities	Amount
School Sports Victoria affiliation	2.00
Student and parent communication tools – XUNO	35.00
Wellbeing support and consumables	25.00
School grounds maintenance and improvements	30.00
First aid and hygiene costs	15.00
<b>Total Other Contributions</b>	<b>107.00</b>

## Educational items for students to own

Attached is a list of items that the school recommends you purchase from Paperchase Office National for your child to individually own and use. If you do order these items, please order and pay online by 8<sup>th</sup> December 2024 otherwise Paperchase will charge you a \$10 late fee.

The BYOD iPad Program for students in Years 4-5-6 is a highly successful component of the curriculum at Werribee Primary School and parents/carers are invited to provide an iPad device to support their student's learning.

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

Werribee 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. These are provided on a user-pays basis.

The cost of extra-curricular items and activities will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
Optional Sports programs	TBA
Other optional excursions / incursions / activities to be scheduled	TBA

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- School Saving Bonus
- State Schools' Relief
- Payment plans for Extra-Curricular Items and Activities

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

Lyn Boddington in the front office on 9742 6659 or [werribee.ps@education.vic.gov.au](mailto:werribee.ps@education.vic.gov.au)



## **Payment methods**

Booklists: credit/debit card visa and Mastercard only – paid directly to the supplier.

All other payments are to be made using the [XUNO](#) parent portal.

## **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.

# 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.