

28<sup>th</sup> February, 2025

Dear parent/guardian,

Mickleham Primary School is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2025. We are pleased to be able to share that we have avoided any cost increase to parents through careful budgeting. The payment of \$297.00 can be made in one lump sum or three small payments.

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. **The Education Department funding covers all costs associated with staffing, buildings and utilities. We depend upon parent contributions and fundraising to cover all costs associated with student and classroom resources, including book packs and curriculum consumables.** The extent of the programs we are able to provide is significantly impacted without your support.

Within our school this support has allowed us to provide an enriched teaching and learning program for every student and is highly valued by our school community. The commitment from parents to contribute benefits students and results in improved achievement outcomes, wellbeing and engagement in learning.

At Mickleham Primary School, we design and develop teaching and learning programs drawing on the best educational knowledge and practices and strive to offer broad and enriched opportunities to students that are above and beyond what is required in the standard curriculum and what is provided for by Government funding.

The support has also allowed us to continue to provide a differentiated curriculum that responds to the learning of all students, provide essential learning resources to students, renew and enhance the provision of digital technology throughout the school and improve assessment practices to ensure teaching is targeted to a student's next learning step.

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

Yours sincerely,

*Julie Le Guen*

Principal

*Kim Milton*

School Council President

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>Classroom consumables e.g. books, pencils, folders, highlighters, scissors etc. (\$100)</li> <li>Art – paint, crayons, canvas, glitter, coloured paper (\$25)</li> <li>STEM Consumables (\$15)</li> <li>Mathematics – new and replacement equipment (\$10)</li> <li>English – home reading and classroom library books (\$20)</li> <li>Sports – equipment (\$15)</li> <li>Library – new and replacement books (\$15)</li> </ul>	\$200
Online subscriptions & Programs <ul style="list-style-type: none"> <li>Reading Eggs (\$25)</li> <li>Mathletics (\$25)</li> <li>Pivot (\$10)</li> <li>Auslan (\$22)</li> </ul>	\$82
<b>Total Curriculum Contributions</b>	<b>\$282</b>

<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
First aid equipment	\$5
School grounds maintenance and improvements	\$10
<b>Total Other Contributions</b>	<b>\$15</b>

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

Mickleham 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.

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

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
Optional camps, excursions, in school visits, swimming, sports activities and the like – cost to be advised when they arise during the year.	
Children whose parents choose not to pay for these events will remain at school and receive explicit teaching to the relevant curriculum.	
<b>Total Extra-Curricular Items and Activities</b>	<b>\$TBA</b>

### Financial Support for Families

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

- Payment plans for Extra-Curricular Items and Activities
- Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief (SSR)

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

Julie Le Guen (Principal)

Ph: 9745 2250

Email: [mickleham.ps@education.vic.gov.au](mailto:mickleham.ps@education.vic.gov.au)

### Total

Category	Totals
Curriculum Contributions	\$282
Other Contributions <i>(Non-tax deductible)</i>	\$15
Extra-Curricular Items and Activities	\$ TBA
<b>Total</b>	<b>\$297</b>

### Payment Options

1. Full payment due before 6<sup>th</sup> June 2025, through Compass

Due Date	Amount
6 <sup>th</sup> June	\$297.00

2. Automatic recurring payments on the dates below, through Compass

Due Date	Amount
6 <sup>th</sup> June	\$100.98
1 <sup>st</sup> August	\$98.01
10 <sup>th</sup> October	\$98.01

3. Payment plan  
Please contact the office to set up a payment plan.

### **Payment methods**

Compass (our preferred payment method)

Cash

### **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) 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.