



## Sydenham-Hillside Primary School

Learning, Responsibility, Respect, Safety.

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November 2022

Dear Parents/Guardians,

Sydenham Hillside Primary School is looking forward to another great year of teaching and learning and would like to advise you of Sydenham Hillside Primary School's voluntary financial contributions 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 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 have a wider offering of subjects and special curriculum experiences; school diary to support the school home partnership; enhanced digital learning opportunities; the upgrade of our playgrounds; faster WIFI and internet.

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

We look forward to working with you next year to support your child's development in 2023.

Yours sincerely,

Peter Devereux  
Acting Principal

Vicki Harriss  
School Council President

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Sydenham Campus  
Community Hub  
Sydenham Vic 3037  
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Fax: 9390 2869

Acting Principal: Peter Devereux  
Email: [sydenham.ps@education.vic.gov.au](mailto:sydenham.ps@education.vic.gov.au)  
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Hillside Vic 3037  
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# 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.





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### Educational items for students to own

Attached is a list of items that the school recommends you purchase from COS for your child to individually own and use.

### Extra-Curricular Items and Activities

Sydenham Hillside 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.

If you would like to purchase an item or activity for your child, please indicate on the last page and return this to the school including payment.

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)
- Various alternative payment options
- Saver Plus ([www.bsl.org.au/services/money-matters/saver-plus/#c476](http://www.bsl.org.au/services/money-matters/saver-plus/#c476))
- Access to State Schools Relief Committee via the Campus Principals to assist with clothing/uniforms.

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

Sydenham Campus: Sarah Zammit Ph: 03 9361 5300

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

Hillside Campus: Sharon Nichols Ph: 03 9361 5400

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

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### Payment methods

**Qkr!** - Download the Qkr App to your mobile device for online payment.

**Payment by instalments can be made for Extra-Curricular Items and Activities.**

**In person** - at the campus office by Cash, Credit Card or EFTPOS

**By Mail** - Credit Card details

### 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.

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## PLEASE RETURN COMPLETED PAGE INCLUDING PAYMENT

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Year 1 to 5 Classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>Art – paint, crayons, canvas, glitter, coloured paper (\$20)</li> <li>Science – chemicals (\$10)</li> <li>Japanese – consumables (\$5)</li> <li>Mathematics – numeracy blocks (\$17.50)</li> <li>English – book boxes (\$17.50)</li> <li>Sports – equipment (\$10)</li> <li>Printing and photocopying of worksheets and learning materials (\$10)</li> </ul>	\$90.00
<b>Total Amount</b>	\$
Other Contributions - for non-curriculum items and activities	Amount
<i>School grounds maintenance and improvements- suggested amounts, \$40, \$50, \$75</i>	\$
<b>Total Amount</b>	\$

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>Year 1 to 5 Online Subscriptions</i> <ul style="list-style-type: none"> <li>Mathletics</li> <li>Reading Eggs</li> </ul>	\$10.00 \$10.00	
<i>Year 1 to 5 School Diary</i> <i>(features of these diaries are not available in commercially produced diaries)</i>	\$10.00	
<b>Total Extra-curricular Items</b>		\$

Student Name: \_\_\_\_\_

Year Level (2023) \_\_\_\_\_ Date: \_\_\_\_\_

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