



**Chandler Park Primary School**  
**Cochrane Avenue, KEYSBOROUGH 3173**  
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## 2024 Parent Payment- Prep

Dear parent/guardian,

Chandler Park 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 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. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to start to re-equip our classrooms with new resources and support the continuation of 'inquiry practice learning', where our children learn through activities and practical examples. Furthermore, we have been able to expand learning experiences in our home rooms and specialist programs and enhanced digital learning opportunities with provision and access to laptops and iPads with also the upgrade of 6 new Promethean Interactive classroom boards.

Attached are the following documents for your reference:

- 2024 Parent Payment Schedule for your child's year level
- List of Payment Methods
- Department of Education's Parent Payment Policy Overview

*We also offer flexible contribution arrangements if you prefer to make payment by instalments. Please contact Deb Panakos (Business Manager) on 9798 2228 or [despina.panakos@education.vic.gov.au](mailto:despina.panakos@education.vic.gov.au) to arrange.*

Yours sincerely,

*Jo Hillman*  
Principal

*Anthony D'Souza*  
School Council President

# YEAR PREP 2024

STUDENT NAME	STUDENT ID	
<b>CURRICULUM CONTRIBUTIONS-</b> items and activities that students use, or participate in, to access the Curriculum		
		<b>AMOUNT</b>
Year Prep classroom consumables, materials & equipment		\$90.00
Visual Art – paint, crayons, canvas, glitter, coloured paper		
STEAM materials- classroom consumables		
LOTE –Classroom consumables		
Performing Arts- equipment and classroom consumables		
PE- equipment		
<b>Year Prep Online Subscriptions</b>		
Online subscriptions (reading, maths & digital portfolio)	\$40.00	\$40.00
<b>PREP ICT Devices</b>	\$50.00	\$50.00
<b>TOTAL CURRICULUM CONTRIBUTIONS</b>		<b>\$180.00</b>
<b>Other Contributions – for non-curriculum items and Activities</b>		
Student Wellbeing programs	\$15.00	\$15.00
First Aid Equipment	\$10.00	\$10.00
School Grounds, maintenance, and improvements	\$50.00	\$50.00
<b>TOTAL OTHER CONTRIBUTIONS</b>		<b>\$75.00</b>
<b>TOTAL CURRICULUM CONTRIBUTIONS AND OTHER CONTRIBUTIONS</b>		<b>\$255.00</b>

**Educational items for students to own:**

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

**Extra-Curricular Items and Activities:**

**Chandler Park 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 to deliver the Curriculum. For example, school photos, excursions, incursions, School BBQ, swimming, and other events. These will be invoiced separately throughout the year and are **provided on a user-pays basis**.

Extra-Curricular Items and Activities		Amount
Swimming lessons/ pool hire and transport costs		Cost to be advised
<ul style="list-style-type: none"> <li>• To be announces</li> <li>• Fairy Tale Puppet Show (Incursion)</li> <li>• Toys for History (Incursion)</li> <li>• Chesterfield Farm</li> </ul>	<b>Term 1</b> <b>Term 2</b> <b>Term 3</b> <b>Term 4</b>	Approx. \$10.00 depending on numbers. Approx. \$10 depending on numbers. Approx \$40.00 depending on bus cost & numbers attending.

**STUDENT NAME**

**STUDENT ID**

**FINANCIAL SUPPORT FOR FAMILIES**

**Chandler Park 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 Fund
- Flexible contribution arrangements

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

- Bianca Kotsonas (Student Wellbeing) on 9798 2228 or email [chandler.park.ps@education.vic.gov.au](mailto:chandler.park.ps@education.vic.gov.au)
- Deb Panakos (Business Manager) on 9798 2228 or email [despina.panakos@education.vic.gov.au](mailto:despina.panakos@education.vic.gov.au) to discuss possible support options and flexible payment arrangements. Any information about your financial circumstances, payment arrangements or status is strictly confidential.

**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 regarding the payment.

**PAYMENT METHODS**

Contributions and payments for Extra-Curricular Items and Activities can be made using the following options: Cash EFTPOS, Credit Card, or Compass Pay

<b>Category</b>	
Curriculum Contributions	<b>\$180.00</b>
Other Contributions	<b>\$ 75.00</b>
<b>TOTAL</b>	<b>\$255.00</b>

Extra- Curricular items and activities	<b>\$TBA</b>
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**STUDENT NAME**

Receipt No#.....Date paid.....

<b>CREDIT CARD AUTHORISATION</b>		<input type="checkbox"/> VISA	<input type="checkbox"/> M/CARD
CARD NO:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Expiry Date --- / ---	
CCV.....			
CARDHOLDER'S NAME.....		AMOUNT \$.....	
PH. NUMBER.....		SIGNATURE.....	

# 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.