



Dear parent/guardian,

Andersons Creek Primary School is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions for 2025.

The environment and resources that we enjoy today represent the contributions made by our parent/carer community over many years. Parent/Carers contributions make a significant difference to the quality of our programs. This financial support ensures that we can continue to provide the excellent range of facilities and resources for your children. Your support enables us to:

- Provide high quality learning programs that are supported with specialist materials and equipment to enhance literacy and numeracy development.
- Provide students with a broad range of specialist subjects and extracurricular programs to enrich their learning and nurture their individual talents and interests.
- Enhance student learning by providing access to well maintained and contemporary technologies such as iPads and computers.
- Utilise online digital subscriptions to evidence based literacy and numeracy platforms that enhance learning.
- Provide a range of specialist equipment to enhance learning in Physical Education, Visual Arts, Performing Arts and STEAM.
- Support our students social/emotional development through our dedicated Thrive Program.
- Provide effective First Aid for all students.
- Continually improve our grounds and facilities. In 2023 this has included the construction of new play spaces, internal and external painting upgrades, and refurbishment of our portable building into an Open Learning and STEAM Centre.
- To support classroom learning, our school will provide digital devices from our managed fleet for use in the classroom. This approach supports our school's initiative of providing devices rather than relying on Bring Your Own Device (BYOD). Additionally, this contribution helps fund ongoing upgrades to our technology, ensuring that all students have access to the latest and most effective tools for their education.

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.

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

Yours sincerely,

Daniel Webber  
Principal

Jimmy Harris  
School Council President

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Amount          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <i>Foundation -Grade 2 classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• “Thrive” Wellbeing program.</li> <li>• Art program consumables</li> <li>• Music &amp; Performing Arts program consumables</li> <li>• English</li> <li>• Mathematics</li> <li>• Science</li> <li>• Physical Education equipment</li> <li>• LOTE program consumables</li> <li>• Children’s Garden and sustainability program consumables</li> <li>• Year level consumables provided throughout the year</li> <li>• Printing &amp; copying of learning materials</li> </ul> | \$140.00        |
| <i>Foundation – Grade 2 Online Subscriptions</i> <ul style="list-style-type: none"> <li>• Reading Eggs</li> <li>• Smart Spelling</li> <li>• Story Box Library</li> <li>• Essential Assessment</li> <li>• Seesaw</li> </ul>                                                                                                                                                                                                                                                                                                                                                                    | \$80.00         |
| <i>Foundation -Grade 2 ICT Devices – provision of devices from the shared classroom sets</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | \$100.00        |
| <i>Curriculum Contribution suggested amount</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>\$320.00</b> |
| Other Contributions - for non-curriculum items and activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Amount          |
| <i>School grounds maintenance and improvements</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$50.00         |
| Tax deductible contributions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                 |
| <b>Building fund.</b> <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$50.00         |
| <b>Total Amount (see next page for payment methods)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>\$420.00</b> |

### Educational items for students to own

The 2025 book packs will be sold independently. We recommend you purchase from the Ross Office Supplies parent portal for your child to individually own and use. Further information will be provided regarding this process.

### Extra-Curricular Items and Activities

Andersons Creek 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 delivering the Curriculum. These are provided on a user-pays basis.

These optional extra-curriculum activities and items will be available throughout the year. Dates and times to be confirmed.

## **Financial Support for Families**

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

- Payment plans
- Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief
- School based Second Hand Uniform Shop
- Local Community Support - Andersons Creek Primary School has developed strong links with local services and welfare groups which can provide specialist support and assistance to students and families in financial crisis. (For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact the Principal, Daniel Webber on 9844 2757 or [Daniel.webber@education.vic.gov.au](mailto:Daniel.webber@education.vic.gov.au))

## **Payment methods**

For payment of the above contributions please refer to the Ross Office Supplies parent portal.

[Welcome - My Booklist \(officebrands.com.au\)](http://officebrands.com.au)

**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. The Andersons Creek PS Refund Policy is available on the website.

# 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                                                                                                                     | Other Contributions                                                                                                             | Extra-Curricular Items and Activities                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum. | Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives. | 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.

