



Cavendish Primary School

2nd February 2024

Dear Parent/Guardian,

Cavendish 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 2024.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary.

In today's environment we rely on parent contributions to supplement what is provided by the government to provide the level of education you expect for your children. Every effort is made to keep the cost of items and activities to a minimum so that it remains affordable for all parents.

The ongoing support of our families ensures that our school can offer the best possible education and support for our students. This has made a huge difference to our school and the programs we can offer.

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

If you have any questions relating to 2023 Parent Payments or CSEF, please contact Tammy in the Office on 55742282. Please complete the attached form and return it to school.

Yours sincerely,

Lisa Ferrier – Principal

Simon Thomas – School Council President



Family Name.....

Cavendish Primary School

1. Curriculum Contributions - Foundation-Year 6 - items and activities that students use, or participate in, to access the Curriculum - VOLUNTARY	Amount
<u>Classroom consumables including but not limited to</u> Home Reading Journal or Diary My Useful Word Book / Dictionaries Book bag Display books Scrap books Writing books Exercise books Project books Lead pencils / Coloured pencils / pens / textas Glue sticks Scissors Sharpener Eraser Graph books Jotters Ruler Document wallets Loose sheets (dotted thirds/ruled) Coloured card Class paper / Card / Project Material / craft Photocopying costs Pencil case Headphones Sport – balls and general equipment	\$45.00
Art consumables including but not limited to – paint, oil pastels, paper, glue, card, clay, brushes, smocks etc.	\$20.00
Science, Music, Wellbeing and MARC consumables including but not limited to cover paper, loose leaf paper, sheet protectors, tape, exercise books, items for science experiments	\$35.00
<u>Online Subscriptions</u> – (based on 2023 costs) Mathletics or Mathseeds \$38 Reading Eggs \$38 Seesaw EPIC	\$
Total Amount per student	\$



Family Name.....

Cavendish Primary School

2. Other Contributions - for non-curriculum items and activities - VOLUNTARY	Amount
First aid equipment and supplies – we do not charge families for this	\$ 0.00
School grounds maintenance and improvements (<i>if you would like to make a voluntary contribution towards this, please state the amount</i>)	\$
Total Amount	\$

Extra-Curricular Items and Activities

Cavendish 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 your child to participate in any of the activities below, please indicate on the table below and return to the school.

3. Extra-Curricular Items and Activities - OPTIONAL	Amount
Swimming Program – Fees will be billed in Semester 2	To be advised once costings received.
Excursions to be scheduled	To be advised
Total Amount	\$ 0.00

Financial Support for Families

The Camps, Sports and Excursions Fund is available to families that currently hold a means-tested concession card.

Please contact Tammy if you are eligible for this funding -

Ph: 03 55742282 | Email: cavendish.ps@education.vic.gov.au



Family Name.....

Cavendish Primary School

Total of all categories		
1. Curriculum Contributions – Voluntary	No. of students.....	\$
2. Other Contributions – Voluntary grounds & improvement contribution – please enter the amount you specified in No. 2 Other Contributions		\$
3. Extra-Curricular Items and Activities – Optional (user-pays basis) - No fees billed as yet		\$ 0.00
Total Amount Payable		\$

Payment methods

Payment can be made by cash, cheque or Direct credit into our account:-

Name: Cavendish Primary School Council

Westpac Banking Corporation

BSB: 033 625

Acc No. 293940

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.

Further information and resources

See the schools Enrolment Policy on their website - <http://cavendishps.vic.edu.au/school-policies/>

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.