

## CHALCOT LODGE PRIMARY SCHOOL

15<sup>th</sup> November 2023

Dear Parents / Guardians,

Chalcot Lodge is looking forward to another great year of teaching and learning and would like to advise you of Chalcot Lodge's 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. Chalcot Lodge makes every effort to keep the cost of items and activities to a minimum and affordable for all parents and 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.

Without these contributions, the school would be unable to provide the comprehensive curriculum program that is currently available to students including the Well-being Program, STEM Program, coding and robotics, garden and kitchen classroom, Resilience Project (mindfulness) and to maintain a 1-to-1 ratio of devices.

### **Financial Support for Families**

Chalcot Lodge understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- individual payment plans

### **Camps, Sports, Excursion Fund (CSEF)**

CSEF will be provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities.

If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. The allowance will be paid to the school to use towards expenses relating to camps, excursions, or sporting activities for the benefit of your child.

The annual CSEF amount per student will be:

\$125 for primary school students

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Narelle Coyne on 9700 4455.

### **Payment Methods**

Payment in full via Compass Pay will be available from Wednesday 22<sup>nd</sup> November and all through the school holidays. Payments will also be accepted at the office from Wednesday 22<sup>nd</sup> November until Tuesday 19<sup>th</sup> December 2023. Families wishing to make payments via instalments need to visit the office to facilitate this arrangement.

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

Yours sincerely,

Paul Poliviou  
Principal

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School Council President

**CHALCOT LODGE PRIMARY SCHOOL - No 5231**

**Parent Payments and Voluntary Financial Contributions for 2024**

CHILD'S NAME: \_\_\_\_\_ YEAR LEVEL: PREP

<p><i>Curriculum Contributions - items and activities which the school deems necessary for students to learn the Curriculum.</i></p> <p><u>Prep classroom consumables, materials, and equipment:</u>                  Megaspaces Scrapbooks, Faber-Castell Connector Pens Pk/12, Faber-Castell Junior Triangular Graphite pencil 2b, Display Books, A4 Refillable Green, Coloured Maxi Pencils Asst Pk/12, Black Artline Whiteboard Marker, Faber Castell Magnetic Whiteboard, Scissors, Cover paper, A4 &amp; A3 laminating pouches, transparent sheet protectors, A4 &amp; A3 coloured paper, writing paper dotted thirds, glue sticks, circles assorted paper large &amp; small, triangle large pencil grip, paper Handwriting First for Victoria Workbook, Mindfulness student book                  Printed learning resources</p> <p><u>Subject specific material and equipment:</u>                  Student Well-being Program, STEM Program, Visual Arts Program, Performing Arts Program                  Items for use in Mathematics, English, Inquiry / Investigations, PE, Laptops &amp; iPads for ICT Program</p>	<p>\$250</p>
<p><i>Other Contributions – contributions for non-curriculum items and activities that relate to the school's functions and objectives.</i></p> <p>Environmental Sustainability – kitchen garden, Coding &amp; Robotics Programs                  Enhanced wellbeing support programs – psychologist                  Administrative &amp; communication software – Compass, Grade Expert, Essential Assessment                  School Sports Vic Affiliation                  Grounds maintenance &amp; improvements to school grounds                  Upgrades to student toilets, First Aid &amp; hygiene</p>	<p>\$50</p>
<p><b>TOTAL SOUGHT PER STUDENT</b></p>	<p><b>\$300</b></p>

***Extra-curricular Items and Activities***

Chalcot Lodge 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.

It is estimated that during 2024 extra-curricular items which include: in-visits, excursions, Swimming Program, etc. will cost approximately \$200.

# 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.