

LAURIMAR PRIMARY SCHOOL
PARENT PAYMENT ARRANGEMENTS 2024



09th October 2023

Dear Parent/Guardians,

Laurimar Primary School is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions schedule 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. 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, your support in 2023 allowed us to:

- Offer a wide range of subjects and special curriculum experiences for our students across all year levels that align with our targets and priorities as outlined in our four-year Strategic Plan and our Annual Implementation Plan.
- Continual improvements to school grounds.

Please find attached Laurimar Primary School's voluntary financial contributions schedule for 2024, which includes an overview of what your contributions will contribute towards.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of recommended contributions for your child/ren.

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

Yours sincerely,

Jason McBean
Principal

Renee Kueffer
School Council President

PARENT PAYMENTS POLICY OVERVIEW

SCHOOLS



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.

Curriculum Contributions

Items and activities that students use, or participate in, to access the Curriculum, including:

- Computer applications where our students have their own individual password – At Laurimar Primary School we use Soundwaves Online, Mathletics, Reading Eggs/Express and World Book Encyclopaedia
- Everyday items that your child will use in the classroom to learn the essential curriculum such as art supplies, STEM Education consumables, Literacy and Numeracy consumables Integrated subjects' consumables and technology materials.
- PLEASE NOTE that your child/ren's book pack is **not** included in this contribution and will need to be purchased by parents/guardians. Please refer to ***Educational items for students to own** below for further information.

Other Contributions

Non-Curriculum items and activities to support the daily operation and objectives of Laurimar Primary School with includes:

- Student wellbeing programs
- Library
- First Aid and Hygiene costs/equipment
- School grounds maintenance and improvements
- COMPASS~ student/parent communication

Extra-Curricular (OPTIONAL) Items and Activities

Laurimar 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.

Details of these items and activities such as excursions, camps and special sporting programs will be provided to students and families throughout the year.

*Educational items for students to own

To ensure a seamless school start for 2024 we have partnered with Maxim Office Group and request that you purchase your child/ren's book-pack via their online platform. These will be delivered to Laurimar Primary School for the commencement of the school year, please refer to attached letter.

Alternatively, you can download your child's booklist from COMPASS or the school's website to purchase the recommended items from your preferred supplier.

Financial Support for Families

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

- *State Schools' Relief* provides financial support for eligible families to purchase clothing/uniforms at a reduced rate
- *Camps, Sports and Excursions Fund* provides payments for eligible students to attend camps, sports and excursions

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact Welfare Officer or the Business Manager on 03 9717 7100, or email parentpayments@laurimarps.com.

Payment methods

Parent contributions towards the requested payments are important to maintain the quality of education that we provide at Laurimar Primary School. Parents are strongly encouraged to contribute to these funds, which are listed on COMPASS.

All parent payments and contributions can be made via:
 COMPASS **Billing Management** ~ preferred payment method.
 BPAY ~ please contact the office to obtain your Family BPay Biller Code.
 EFTPOS/Cash ~ via front office.

All payments will be allocated to Curriculum Contributions and Other Contributions, as per the schedule above. If you wish for payments to be allocated differently to this process, please contact the School Office on (03) 9717 7100 prior to making the payment.

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.

2024 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE

CURRICULUM CONTRIBUTIONS	per STUDENT
<ul style="list-style-type: none"> • Classroom consumables, materials & equipment • Printing and photocopying of worksheets and learning materials • Whole school events (athletics and swimming carnivals) • ICT Devices – provision of devices from the shared classroom sets • Online subscriptions <ul style="list-style-type: none"> ○ Athletics ○ Reading Eggs/Express ○ World Book Encyclopaedia 	\$230
OTHER CONTRIBUTIONS	per FAMILY
<ul style="list-style-type: none"> • Student wellbeing programs • Library • First Aid and Hygiene costs/equipment • School grounds maintenance and improvements • COMPASS~ student/parent communication 	\$100 -suggested amount

ITEM	Item Amount	Number of students in your family	Annual Amount per FAMILY
Curriculum Contributions (per student)	\$230		\$
Other Contributions (per family)	\$100		\$
TOTAL FAMILY CONTRIBUTION			\$