Dear Parent/Guardian,

*Lake Boga Primary School* is looking forward to another great year of teaching and learning and would like to advise you of *Lake Boga Primary School*’s voluntary financial contributions for *2022*

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 you 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.

In addition to the Victorian curriculum, your support allows us to offer many additional programs, resources and maintenance such as:

* *Our Kitchen Garden Program*
* *Our Art Program*
* *Classroom iPads and Netbooks.*
* *Continual maintenance of our grounds.*
* *Library books and take home readers*

Please find below Lake Boga Primary Schools voluntary financial contributions schedule for 2022, which includes an overview of what your contributions will go towards.

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

Yours sincerely,

*------------------------------------------------- ------------------------------------------------------*

***Principal School Council Representative***

|  |  |
| --- | --- |
| **Curriculum Contributions** - items and activities that students use, or participate in, to access the Curriculum | Amount |
| *Classroom consumables, materials & equipment** *Art – paint, crayons, canvas, glitter, coloured paper*
* *Science – chemicals*
* *Mathematics – numeracy blocks*
* *English – book boxes*
* *Sports – equipment*
* *Digital Learning Subscriptions*
* *ICT Devices – provision of devices from the shared classroom sets*
* *Printing & photocopying of worksheets and learning materials*
* *Book Packs (includes all stationery requirements for 2022)*
 | $150 |
| *Whole school events** *Athletics carnival - entry and transport ($5)*
* *Swimming carnival – entry and transport ($5)*
 | $10 |
| **Total Curriculum Contributions** | **$** |
| **Other Contributions -** for non-curriculum items and activities | **Amount** |
| *School Sports Victoria membership* | $5 |
| *Student wellbeing programs* | $5 |
| *First aid equipment* | $5 |
| *School grounds maintenance and improvements* | $10 |
| *Donations**In 2022 we will continue to use volunteers to maintain grounds with working bees once per term along with any involvement in fundraising events, classroom helpers or odd jobs around the school. If you are unable to contribute to any of these, school council is seeking a financial contribution of $120 donation per family.* | $120 |
| **Total Other Contributions** | **$** |

Student Name: ………………………………… Yr Level 2022: ………………………….

**Extra-Curricular Items and Activities**

*Lake Boga 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 and can be paid for with fees or just prior to event.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school by *27/11/2021*

|  |  |  |
| --- | --- | --- |
| **Extra-Curricular Items and Activities** | **Amount** | **Purchase** **(Please tick)** |
|  |  |  |
| *Optional Year 3-6 school camp (approx. cost)* | $265 |  |
| *Optional Year F-2 school camp (approx. cost)* | $75 to 150 |  |
| *Optional Year 6 Young Leaders Program* (approx. cost) | $75 |  |
| *Other optional excursions to be scheduled*  | *TBA* |  |
| *All students should supply an Art Smock from home – old shirts are acceptable.* |  |  |
| **Total Extra-curricular Items and Activities** | **$** |

### Financial Support for Families

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

* the Camps, Sports and Excursions Fund

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

Sue Thomas – Business Manager

Ph: 03 *5036 9000* | Email: *susan.thomas4@education.vic.gov.au*

Please return completed forms to the school by **Friday 27h November 2021.**

Student Name: ………………………………… Yr Level 2022: ………………………….

**TOTAL:**

|  |  |
| --- | --- |
| **Category** |  |
| Curriculum Contributions | $ |
| Other Contributions | $ |
| Extra-Curricular Items and Activities | $ |
| Total Donation | $ |
| **TOTAL CONTRIBUTION:** | **$** |

**Payment Options**

**EFTPOS Available at School Office Tick for this Option**

**DIRECT DEPOSIT**

I have made a direct deposit payment of $ …………… To Account: Lake Boga Primary School

Reference: …………………………………. BSB: 063-529 Acct: 10042954

Date: ….. / …… / 2021 Ref: 2022Surname (eg 2022Smith)

**CASH/CHEQUE:**

OR

**I have enclosed cash/chq payment of $...................**

Fortnightly Payments of : $\_\_\_\_\_\_\_\_\_ - I will set up my own payment through my online banking. (please use family code as reference)

OR

Parent Agreement

**Parent/Guardian Full Name Parent/Guardian Signature & Date**

……………………………………… ………………………………….. …..../….…./ 2021

|  |
| --- |
|  **CREDIT CARD AUTHORISATION** |
| Name of Cardholder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Please Print)Contact No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Card Type:** VISA MASTERCARD

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Card No:** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
|   |  |  |

**Expiry Date 3 digit verification number****AMOUNT : $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

OR

OR

**CENTREPAY** is a free, voluntary service for Centrelink customers to pay expenses as regular deductions from their Centrelink payments, such as education fees and expenses.

|  |
| --- |
| **CENTREPAY AUTHORISATION****(A CENTREPAY Application form is available from the office and must be completed)**I hereby agree to have a deduction of $\_\_\_\_\_\_\_\_\_ from my Centrelink payment paid direct to the school for school charges. |

**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 REQUESTSSchools can request contributions from parents under three categories:

|  |  |  |
| --- | --- | --- |
| Curriculum ContributionsVoluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum. | Other ContributionsVoluntary financial contributions for non-curriculum items and activities that relate to the school’s functions and objectives. | Extra-Curricular Items and ActivitiesItems 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.
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