



February 2023

Dear Parent/Carer,

Hamilton North Primary School is looking forward to another great year of teaching and learning and would like to advise you of **Hamilton North Primary School's voluntary financial contributions for 2023**.

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.

The environment and resources that our students enjoy today represent the contributions made by our parent/carer community over many years. Parent/Carers voluntary 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, by directing Department funding to other budget areas. Your support allows us to:

- Provide high quality programs and specific subject materials and equipment for: English, Mathematics, Science, Art, Discovery, Language and PE
- Maintain and develop the school grounds
- Ensure the upkeep of our computer devices to enhance learning opportunities
- Maintain sufficient class sets of books for students to develop their reading skills
- Provide hands on maths equipment
- Deliver a range of sporting equipment
- Arrange for individual student supplies and class bulk supplies
- Offer effective First Aid for all students

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

Yours sincerely,

Lizzie Tout
Principal

Karen Spong
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		Amount
Classroom consumables, materials & equipment – per child		
<ul style="list-style-type: none"> Including stationery items, craft, art, music, PE, Language (Indonesian) 		\$85
<ul style="list-style-type: none"> Printing and photocopying of worksheets and learning materials 		\$10
<ul style="list-style-type: none"> Foundation students only: Discovery Learning consumables/PMP equipment 		\$10
Literacy Program – per child		
<ul style="list-style-type: none"> Spelling Mastery Grades 3-6 <u>or</u> Sounds Write F -2 		\$25
Online Subscriptions – per child		
<ul style="list-style-type: none"> SeeSaw, iTunes (iPad apps) 		\$20
Provision of ICT		
<ul style="list-style-type: none"> ICT devices – provision of devices from the shared classroom sets 		\$20
Total Amount	Foundation students	\$170
	Grade 1 – 6 students	\$160
Other Contributions - for non-curriculum items and activities (see below)		Amount
School grounds maintenance and improvements, suggestion \$20		\$20
Sentral for Parents, suggestion \$20		\$20
School Sports Victoria affiliation, suggestion \$10		\$10
Total Amount	Per Family	\$50

Other Contributions - \$50.00 per family (suggested amount)

School Council continues to encourage all families to contribute to the continual upkeep and development of the school. Parents and guardians are invited to make a voluntary donation towards school grounds maintenance and improvements, Sentral for Parents and School Sports Victoria (SSV) affiliation fees. These are suggested amounts only and any amount is acceptable.

Extra-Curricular Items and Activities

Hamilton North 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.

Extra-Curricular Items and Activities	Amount
<p><i>Optional Camps/Sleepovers</i></p> <p>Grade 5/6 Kangarooie/Roses Gap (Cost in 2022 - \$325)</p> <p>Grade 3/4 Sovereign Hill (Cost in 2021 - \$195)</p> <p>Grade 1 After School Activities (Cost in 2022 - \$9)</p> <p>Grade 2 Sleepover at school (Cost in 2022 - \$20)</p> <p>Foundation After School Activities at school (Cost in 2022 - \$4)</p>	\$TBA
<p><i>Optional Swimming HILAC</i></p> <p>All grades (Cost in 2019 \$75 non-members, \$51 members)</p>	\$TBA
<p><i>Sport/Choir</i></p> <p>Various extra-curricular events throughout the year (eg. sporting events, Eisteddfod etc).</p>	\$TBA
<p><i>Optional Excursions/Incursions</i></p> <p>Each grade will be able to participate in one or more throughout the year. The estimated maximum cost of these excursions/incursions will be \$40 per student in all year levels (plus an extra amount for Grade 6 students for their Graduation Evening – cost in 2022 \$33 inclusive of dinner).</p>	\$TBA
<p><i>Optional Performances</i></p> <p>Students will be able to participate in a minimum of two per year. These may be held at school or at another local venue, e.g. the Performing Arts Centre. Parents/guardians will be advised of costs as they become known (estimated total expected cost \$30).</p>	\$TBA
Total Extra-curricular Items and Activities – user pays, amounts to be advised	



Financial Support for Families

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

- Camps, Sports and Excursions Fund (CSEF) available to eligible parents
- Payment plan methods Centrepay, Sentral Pay and Direct Debit
- State Schools Relief support available for uniforms/footwear
- Second hand uniform (if available)
- Local community support

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact either Lizzie Tout or Michelle Sweeney.

Ph: 03 5571 2433 | Email: Hamilton.north.ps@education.vic.gov.au

Total

Category
Curriculum Contributions – suggested amount per child \$170 Foundation, \$160 Gr 1-6
Other Contributions – suggested amount per family \$50
Extra-Curricular Items and Activities – user pays, amounts to be advised

Payment methods

Payments may be made by cash, direct deposit, EFTPOS, Centrepay or Sentral Pay. Parents are able to enter into confidential payment arrangements by contacting the Business Manager (Michelle Sweeney) on 5571 2433 or michelle.sweeney@education.vic.gov.au

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis, in line with the Hamilton North Primary School Refund Policy. 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.

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.