

Dear parent/guardian,

Belle Vue Primary School is looking forward to another great year of teaching and learning and would like to advise you of *our schools* 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 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.

Your contribution is of invaluable assistance and supports the purchase and maintenance of resources for your child. We make every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Belle Vue Primary School Council will annually review parent payments requested to ensure they are in line with Department of Education & Training guidelines. Charges will be clearly itemized, costed and categorized as Curriculum Contributions, Other Contributions and Extra-Curricular items and Activities.

Parent contribution requests will be made in line with the principles of Educational value; Access, equity and inclusion; Affordability; Engagement and Support; Respect and Confidentiality; Transparency and Accountability. These contributions are requested to assist the school in providing an enhanced teaching and learning program for every student in line with the school priorities.

Set out below are the various contributions, approved by School Council with which we need your assistance.

Curriculum contributions

Educational Items for Students to Own

In order to keep the contributions as low as possible, Belle Vue makes bulk purchases of most classroom supplies. This enables us to purchase at competitive prices and ensures all children in the class will be using identical materials. This covers costs for classroom supplies (pens, pencils, exercise books etc.), Art materials, music and sports equipment, Italian resources, Athletics, Reading Eggs, coding/robotics equipment. (Book list available at the office if required.)

Classroom Consumables Materials & Equipment

These funds also help support our schools' programs such as ICT, Physed (sports carnivals), dictionaries, class sets, photocopied materials, resource materials for other curriculum subjects etc. These class sets are supplied unconditionally to all children for the whole year, and we expect your assistance in meeting these costs. Please contact the office if you require a copy of a book list.

It is expected that all families pay this contribution.

Other Contributions

Non-Curriculum Items and Activities

These funds help support our school through Sports Affiliation costs, Parent communication tools, Enhanced student wellbeing support, first aid and hygiene costs.

Grounds Maintenance and Development Contribution

These funds are spent on maintaining the oval and synthetic grass and playing areas, as well as on-going grounds maintenance, gardening materials and sweeping.

Building Fund donations (tax deductible)

Building Fund donations fall under strict guidelines from the Australian Taxation Office and the money can only be used for: construction or purchase expenses and associated financing costs, painting and general maintenance of school buildings; building insurance; expenditure on flooring that are fixed to the floor of the school building, and administration costs of the fund, including bank fees, accounting costs and fundraising expenses.

Library Fund donations (tax deductible)

Library Fund donations fall under strict guidelines from the Australian Taxation Office and the money can only be used for purchase of books for our children.

The focus is on purchases of a variety of books, both non-fiction and fiction, that engage children in becoming life-long readers.

Donations of over \$2.00 to the Building Fund and the Library Fund are tax deductible.

Extra-Curricular Items and Activities

Belle Vue 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. The cost of these excursions will be advised throughout the year.

Should payment present a concern please arrange to see the Principal, Cathy Caminiti as soon as possible. **Please contact Annette in the General Office if you wish to pay by instalment in 2022**

Thank you for continuing to support the efforts of your School Council by assisting the funding of quality education for your children. School Council and staff are most grateful to our generous parents for the additional support they have provided in assisting with book purchases.

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

Yours sincerely,

Catherine Caminiti
Principal

Andy Olsen
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		Amount
Educational Items for students to own	Each child	Please enter the amount applicable for your child's grade.
<ul style="list-style-type: none"> • Prep Book Supplies • Grade 1/2 Book Supplies • Grade 3/4 Book Supplies • Grade 5/6 Book Supplies 	\$68.97 \$90.57 \$74.23 \$88.36	\$ _____ \$ _____ \$ _____ \$ _____
<ul style="list-style-type: none"> • Gr 3 – 6 Wellbeing Student School Diary • Gr Prep – Gr 2 Wellbeing Student School Diary 	\$8.50 \$11.00	\$ _____ \$ _____
All students- classroom consumables, materials & equipment		
<ul style="list-style-type: none"> • Art – paint, crayons, canvas, glitter, coloured paper • Science – Experiment supplies • Mathematics – numeracy blocks/supplies • English – book boxes, class sets • Physical Education & Sport – ribbons, materials, equipment 	\$30	\$ _____
All students- Online Subscriptions		
<ul style="list-style-type: none"> • Athletics • Reading Eggs • Essential Assessment • PAT – Adaptive Maths & Reading • You Can Do It 	\$40	\$ _____
All students- ICT, Robotics & Coding Devices – provision of devices from the shared classroom sets	\$50.00	\$ _____
All students- Printing and photocopying of worksheets and learning materials	\$12.00	\$ _____
All students- Whole school events e.g. camps/excursions (permission & payment details are sent home as these arise)		\$NA
	Sub Total	\$ _____
Other Contributions – for non-curriculum items and activities (Prep – Gr 6)		Amount
School Sports Victoria membership – gr 3 - 6	\$5.00	\$ _____
Student wellbeing programs	\$5.00	\$ _____
First aid equipment	\$5.00	\$ _____
School grounds maintenance and improvements	\$50.00	\$ _____
	SUB TOTAL	\$ _____
Tax deductible contributions		
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. (\$100 suggested)		\$ _____
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. (\$50 suggested)		\$ _____
	Sub Total	\$ _____
See over page		

Category		Amount
Curriculum Contributions	Sub Total	\$
Other Contributions	Sub Total	\$
	TOTAL	\$

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- *Payment by instalments*

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

Annette Bruce or Cathy Caminiti

Ph: 03 9859 6123 | Email: belle.vue.ps@education.vic.gov.au

Payment methods



Bill Code: 87361 Reference: «BPAY_REFERENCE»

Paid Via – (Please Circle) Cash / Cheque / Direct Deposit / BPay

TOTAL _____

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.

2021 Credit Notes

If you requested your 2021 camp deposit/payment to be used for 2022 fees please note this on the form or email Annette at the office to process this. Annette will send an email to inform you of the amount that this has covered.

CAMPS, SPORTS & EXCURSIONS FUND (CSEF) – for those on Health Care Cards

Applications for the Governments 'Camps, Sports and Excursions Fund' can be accessed via the school's General Office. Please contact Annette either via email, note from your child or in person to receive an application form for the CSEF.

To be eligible for this funding, you need to hold a current Pension or Health Care Card.

PLEASE NOTE: As this funding is means tested, the Parent/Guardian MUST be the holder of the Pension or Health Card. No Medical Health Care cards in the student's name will be accepted as they will be rejected by the CSEF system.

Please indicate below how you wish these funds to be allocated to your child's 2021 school costs:

Parent / Guardian Name: _____

I wish the CSEF to be allocated to the 2022 Excursions. The remainder is to be allocated to other sports days such as the Swimming program or Camps. These will be nominated by me on receipt of the permission forms:

Yes

Student's names: _____

Grades: _____

Signed: _____ Date: ____/____/____

Parent Payment Plan Agreement 2022

Student's Name/s:	
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Step 1: Enter STUDENT'S NAME, TELEPHONE NUMBER. (BLOCK letters please)

Step 2: Arrange meeting with Cathy Caminiti or Annette Bruce prior to the end of Term 1 2022.

I, _____, agree to pay the amount of \$ _____ per month toward my 2022 parent contribution costs until paid in full, by Friday 25th November 2022.

Total Fees for 2022 \$ _____

Signed: _____ (Parent/Guardian) Approved _____
(Business Manager)

Payment Schedule Office Use Only

January	February	March	April	May	June
\$	\$	\$	\$	\$	\$
July	August	September	October	November	
\$	\$	\$	\$	\$	

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.