



## YEAR ONE PARENT CONTRIBUTIONS 2024

Dear Parent/Carer

Clifton Hill Primary School is looking forward to another great year of teaching and learning and would like to advise you of our school's voluntary 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. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students.

Whilst the State Government supplies most of the school's funding, it is not sufficient to meet the costs of our extensive programs and offerings, some of which are listed below. Schools are dependent on locally raised funds to supplement the State Government's funding for our curriculum programs, services, and resources. Locally raised funds in the form of voluntary parent contributions are therefore essential for the operation of our school's extended teaching and learning programs, specialist staff and the purchase of additional equipment.

Within our school the support of locally raised funds, particularly voluntary contributions, allows us to:

- offer a wide range of subjects and special curriculum experiences such as a specialist STEM program
- enhance digital learning opportunities
- operate a literacy intervention program in years P-2
- offer extension programs such as Tournament of Minds, Maths Olympiad and Maths extension teaching
- extensively resource our school library and employ a library technician
- employ a school nurse 5 days per week
- employ a school psychologist 1 day per week
- maintain grounds on a weekly basis and regularly update our planting
- engage in refurbishment projects such as painting and upgrading flooring in the Organ Factory

It is important to stress that the viability of our innovative programs in 2024 relies on your support through voluntary parent contributions. We understand the financial challenges faced by families, and we want to assure you that all contributions are valued and go directly toward student programs, specialist staff, and facilities that benefit everyone. By working together and contributing what we can, we create a powerful collective impact. If you have any concerns or questions about payment, our Principal and Business Manager are available for further discussion. The School Council extend our sincere thanks for your continued support, which plays a vital role in shaping the education and opportunities we provide to our students. We would like to thank you for your ongoing support, whether that's through financial contributions, fundraising, or



volunteering your time. This has made an enormous difference to our school and the programs we can offer.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Bryony Nayagam', is placed over a light grey rectangular background.

Bryony Nayagam  
School Council President

A handwritten signature in black ink, appearing to read 'Megan Smith', is written in a cursive style.

Megan Smith  
Principal



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><b>Year One classroom consumables, materials &amp; equipment</b></p> <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper, A3 Cartridge paper, fine liners, graphite drawing pencils, water colours, clay</li> <li>• Mathematics – numeracy blocks, counters, writing books, scales, weights</li> <li>• English – book boxes, scissors, crayons, pencils, LLLL readers, writing books, textas, classroom library, reader’s notebook, posters/charts</li> <li>• Technology – Bee Bots, Dash Robots</li> <li>• Sports – general equipment</li> <li>• Investigations – lego, dress ups, playhouses, connex, playdough etc</li> </ul>	\$355
<p><b>Year One Online Subscriptions</b></p> <p>Includes access to subscriptions such as Matific, Clickview, Seesaw, Essential Assessments, Sunshine Online</p>	\$40
<p>Year One ICT Devices – provision of iPads from the shared classroom sets</p>	\$55
<p>Year One photocopying of worksheets and learning materials</p>	\$50

Other Contributions - for non-curriculum items and activities	Amount
<p><b>Nurse Fund</b></p> <p>In the interest of student health and well-being the School employs a Registered Nurse who is based in the sick bay from 9am to 3:30pm, Monday to Friday. The payment of the Nurse Contribution by parents and carers enables the school to employ a registered nurse. The presence of a school nurse at a primary school is not mandatory but the benefits are available for all students.</p>	\$170
<p><b>School Assistance Fund</b></p> <p>This fund is to provide support to any families at our school demonstrating financial hardship. Your contribution helps to ensure that all our students have the option of attending school camps and excursions and have the items they need for school.</p>	\$170
<p><b>First aid equipment</b></p> <p>This contribution allows the school to purchase replacement HEPA filters for air purifiers and first aid materials and equipment for the school.</p>	\$120
<p><b>School grounds maintenance and improvements</b></p> <p>This contribution allows the school to employ personnel or buy materials to maintain the school grounds to a high standard. For example; purchasing tan bark in playground areas, repairing shade sails, replacing sand, painting poles, purchasing plants etc.</p>	\$170



Tax deductible contributions	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. Suggested amount \$300	\$300
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$300


**Extra-Curricular Items and Activities**

Clifton Hill 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 to deliver the Curriculum. These are provided on a user-pays basis and will generally be paid via Compass.

Extra-Curricular Items and Activities	Amount
Year One incursions and excursions to be scheduled throughout the year	TBA
School Photos	TBA (paid directly to provider)

**EDUCATIONAL ITEMS FOR YOUR STUDENT TO OWN**

We recommend that you purchase the following for your child to individually own and use. Please send this to school with your child during the first week of term 1.

Educational Items for your student to own	
<p>Please purchase the following handwriting book: Targeting Handwriting Student Book Year One and have your child to bring to school at the beginning of term 1 2024.</p>  <p>Alternatively, the school can bulk purchase the items on your behalf. We will provide details of this via Compass.</p>	<p>Available at Officeworks:  <a href="https://www.officeworks.com.au/shop/officeworks/p/targeting-handwriting-vic-student-book-1-le41250887">https://www.officeworks.com.au/shop/officeworks/p/targeting-handwriting-vic-student-book-1-le41250887</a></p> <p>Amazon:  <a href="https://www.amazon.com.au/VIC-Targeting-Handwriting-Student-Book/dp/1741250889">https://www.amazon.com.au/VIC-Targeting-Handwriting-Student-Book/dp/1741250889</a></p>



## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- A variety of payment options including nominating dates for payment
- Support through the school assistance fund

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Megan Smith, Principal Ph: 03 94898333 | Email: [megan.smith@education.vic.gov.au](mailto:megan.smith@education.vic.gov.au)

## Preferred Payment method (contactless):

**Compass:** using your ID and password to login to the Compass website  
<https://cliftonhillps-vic.compass.education/login.aspx>

**Other:** Please email or call for alternative payment arrangements:  
[suzie.markopoulos@education.vic.gov.au](mailto:suzie.markopoulos@education.vic.gov.au) or 94898333

## Refunds

Our school will consider requests for partial or full refunds of payments made by parents on a case by case basis considering the individual circumstances. Generally, we will not be able to refund payments made for items purchased or costs that have already been paid where those funds have already been transferred to a third party. For example, camp costs when a child becomes unwell and cannot attend in circumstances where the payment has already been made or committed to a third party and no refund is available to the school. Our Refund Policy is available on the school website - [www.cliftonhillps.vic.edu.au](http://www.cliftonhillps.vic.edu.au).

# 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.