



## Clifton Hill Primary School 2021 Parent Payment Charges – Grade 6

Dear Parents and Carers

Clifton Hill Primary School is looking forward to another great year of teaching and learning and would like to advise you of our parent payment arrangements for 2021.

Please find the fee schedule for Grade 6 2021 attached. Please complete this form and return to the school with your payment. **We would appreciate payment by 9<sup>th</sup> December 2020 however payment is not required until 29<sup>th</sup> January 2021 (Term 1, 2021). If you choose to purchase your child's stationery pack yourself, please inform the school by Friday 4<sup>th</sup> December 2020.**

Clifton Hill Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Please find details of essential education items (those items that your child needs for school) and voluntary extras (that you can choose whether your child participates in or accesses). The school orders high quality items, in bulk, prior to the end of each school year for the following year. We believe the benefits of the school purchasing essential education items for each student include; ability to buy the best quality items at the cheapest price, provide replacement items as required, ensure all students have the same items and time saving for parents. Please discuss with the school your desire to purchase essential education items yourself. All essential education items must be provided to the school on the first day of school.

### 2020 and 2021 Annual Excursion Payment

As part of the school fee payments, many families choose to pay an upfront annual excursion payment for all excursions throughout the school year. Due to the COVID-19 restrictions, very few of the planned excursions/incursions for the 2020 year have taken place, and this has resulted in the school now holding a balance of unused excursion payments.

Given the unusual circumstances, the School Council has proposed that for those students where the 2020 annual excursion payment had been paid, any unused balance will be carried over and used for excursions throughout 2021. Please note that if these funds are exhausted prior to the end of the year, any additional excursions will need to be paid for as and when they occur.

For families who have paid the annual excursion payment and are leaving CHPS at the end of 2020, any remaining balances of the excursion payment will be refunded. Please contact the school if your child is leaving at the end of 2020 to organise the refund.

*Excellence in Education*

185 GOLD STREET CLIFTON HILL VICTORIA 3068 AUSTRALIA  
T 03 9489 8333 F 03 9481 1910 [clifton.hill.ps@edumail.vic.gov.au](mailto:clifton.hill.ps@edumail.vic.gov.au)



### 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
- 50% discount for Essential Items for Health Care Card Holders
- A variety of payment plans

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

Megan Smith

Ph: 03 94898333| Email: [megan.smith@education.vic.gov.au](mailto:megan.smith@education.vic.gov.au)

### Payment Methods

As parents and carers are currently unable to enter the school grounds due to COVID-19 restrictions, payments can be made as follows:

- Cheque – send in with your child to go directly to the school office upon arrival at school
- EFTPOS, Credit Card (Visa/Mastercard only) via the phone on 9489 8333
- Direct to the School's account:
  - Clifton Hill Primary School Official Account,  
BSB: 633000 Account Number: 136691037  
Description: Student/s surname 2021 Fees

We ask that you send in your completed Fee Schedule form regardless of your payment method as this allows us to allocate your payment correctly.

### Refunds

Please refer to the School's Refund Policy which can be found on the School's website ([www.cliftonhillps.vic.edu.au](http://www.cliftonhillps.vic.edu.au)).

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

Yours sincerely

Megan Smith  
Principal

Brian Bird  
School Council President

*Excellence in Education*



## PARENT PAYMENT – Grade 6 2021

Name of Child: \_\_\_\_\_

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. Clifton Hill Primary School also continues to welcome your voluntary contributions for 2021.

Please complete this form and return to the school with your payment. **We would appreciate payment by 9<sup>th</sup> December 2020 however payment is not required until 29<sup>th</sup> January 2021 (Term 1, 2021). If you choose to purchase your child's stationery pack yourself, please inform the school by Friday 4<sup>th</sup> December 2020.**

### Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum. You may choose to purchase these items through the school or provide your own. Please indicate which items you would like to purchase through the school on the table below:

Essential Student Learning Items	Amount
Classroom Stationery Pack	\$340
Art Classroom Pack	\$40
LOTE Classroom Pack (French or Mandarin)	\$45
French LOTE (Access to electronic French digital portal)	\$10
Science Pack	\$25
TOTAL	\$

*Excellence in Education*

185 GOLD STREET CLIFTON HILL VICTORIA 3068 AUSTRALIA  
T 03 9489 8333 F 03 9481 1910 [clifton.hill.ps@edumail.vic.gov.au](mailto:clifton.hill.ps@edumail.vic.gov.au)



### Optional Items

Clifton Hill Primary School offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child. If you would like to purchase an item or activity for your child, please indicate on the table below.

Optional Item	Amount
School Photos	TBA
Divisional and Regional Sports	As applicable
French poetry competition	As applicable
School of Rock	As applicable
Aerobics Competition	As applicable
Excursions Each term students will participate in excursions/incursions that are directly related to the curriculum. Students are expected to attend all of these programs. Families who have not paid the excursion payment in 2020 will pay for excursions as they are scheduled in 2021.	Pay as you go in 2021(max. \$200).  <b>Please note – if you paid the Excursion payment in 2020, the remaining amount will be credited to your account in 2021.</b>
Grade 6 School Camp – Canberra Costs cover transport, accommodation, and food. This camp will take place in term 2. Payment is not required until detailed information is provided to families in term 2.	TBC (approx. \$600)
<b>TOTAL</b>	<b>\$</b>

### Voluntary Contributions

Clifton Hill Primary School continues to welcome your voluntary contributions to support our school.

You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students.

Alternatively, you can make a voluntary contribution to any of the specific priorities outlined in the table below:

Voluntary Contribution	Tax deductible	Suggested Voluntary Contribution per family			Amount
Library Trust Fund*	Yes	\$150	\$300	Other	

*Excellence in Education*



Building Trust Fund*	Yes	\$150	\$300	Other	
School Assistance Fund**	No	\$100	\$150	Other	
Nurse Fund***	No	\$100	\$150	Other	
Working Bee Contribution  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.  Whilst this contribution is optional, if you choose NOT to pay this amount you will be asked to attend one working bee or help out at the canteen (on 4 occasions) or launder the sick bay sheets (on 4 occasions) throughout the year.	No	\$80	\$100	Other	

\* This contribution is tax deductible. Clifton Hill Primary School has a strong history of families contributing to our two tax-deductible funds; Building and Library. These contributions have enabled us to provide a high level of student learning and teaching opportunities. Recent examples of how these funds have helped Clifton Hill Primary School become the school it is today are: building of glass wall in library to provide additional teaching space, replacement of classroom air conditioners and upgrade of MPR audio system. To continue to provide students with such facilities/resources, we suggest that all families, who are in a position to do so, **donate \$300 to either of these funds**. In the past family donations have ranged up to \$10000.

\*\* This fund is to provide essential education items or optional extras for families at our school unable to purchase these items due to demonstrated 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.

\*\*\* In the interest of student health and well-being the School employs a Registered Nurse who is based in the sick bay from 10am to 3:30pm, Monday to Friday. Whilst this contribution is voluntary, 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.

<b>TOTAL</b>	<b>\$</b>
--------------	-----------

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

*Excellence in Education*

185 GOLD STREET CLIFTON HILL VICTORIA 3068 AUSTRALIA  
T 03 9489 8333 F 03 9481 1910 [clifton.hill.ps@edumail.vic.gov.au](mailto:clifton.hill.ps@edumail.vic.gov.au)



## Parent Payment Charges

Essential Student Learning Items	Amount _____
Optional Items	Amount _____
Voluntary financial contribution	Amount _____
<b>TOTAL</b>	<b>_____</b>

As the Building and Library Funds are tax deductible, in what name would you like the receipt?

\_\_\_\_\_

## Parent Payment Arrangements

**Please indicate your preferred method of payment:**

- Option A (full amount by 9<sup>th</sup> December 2020)
- Option B (full amount by 29<sup>th</sup> January 2021)
- Option C (payment at the beginning of each Term)
- Option D (half yearly payment)
- Option E (other payment arrangements)\*

\* (If selecting Option E please make an appointment with the school to discuss your circumstances and the available options)

- I HAVE ENCLOSED PAYMENT OF \$ \_\_\_\_\_
- I HAVE MADE BANK TRANSFER PAYMENT OF \$ \_\_\_\_\_
- I HAVE MADE A PAYMENT OVER THE PHONE OF \$ \_\_\_\_\_

*Excellence in Education*

185 GOLD STREET CLIFTON HILL VICTORIA 3068 AUSTRALIA  
T 03 9489 8333 F 03 9481 1910 [clifton.hill.ps@edumail.vic.gov.au](mailto:clifton.hill.ps@edumail.vic.gov.au)