



November 2024

Dear Parents/Carers,

Wooranna Park Primary School is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions schedule for 2025.

Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. Your ongoing financial support ensures that our school can enhance the learning experience beyond the mandated curriculum.

We want to thank you for all your support, whether that is through voluntary contributions, fundraising or volunteering your time. This helps to make a difference to our school and the programs we can offer.

Within our school, your financial support has enabled us to offer special curriculum experiences, additional resources for learning opportunities, as well as school buildings and grounds maintenance and enhancement.

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

All classroom supplies will be provided directly to the classrooms in bulk. Teachers will distribute stationery and other supplies to the students as needed.

Please find attached our 2025 Voluntary Financial Contributions Schedule outlining the breakdown for each area. Online payments can be made via XUNO from **22 January 2025** or alternatively the school will be open as of **28 January 2025** to receive parent contributions.

Amanda Ellaby
Executive Principal

Michelle Karton
School Council President



2025 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE

ITEM	Annual Amount per STUDENT
CURRICULUM CONTRIBUTIONS <ul style="list-style-type: none"> • Classroom consumables, materials and equipment • 2025 Wooranna Park Student Diary • Printing and photocopying of learning materials • Digital Learning: <ul style="list-style-type: none"> ○ Essential Assessment – Literacy & Numeracy ○ Sunshine Online 	\$80
OTHER CONTRIBUTIONS <ul style="list-style-type: none"> • ICT Devices • School grounds maintenance & improvements 	\$35 \$25
TAX DEDUCTIBLE CONTRIBUTIONS (per family) <ul style="list-style-type: none"> • Building Fund (Suggested amount \$25.00) 	(Parent/Carer to complete) \$_____
EXTRA-CURRICULAR ITEMS AND ACTIVITIES <ul style="list-style-type: none"> • Grade 5/6 Interschool Sports Program (CSEF can be allocated, if eligible) 	(Parent/Carer to complete) \$50

FAMILY SURNAME: _____ FAMILY ID: _____ (Office use only)

Student(s) first name(s): _____

STUDENT SURNAME(S) (if different) _____

ITEM	Item Amount	Number of students in your family	Annual Amount per FAMILY
Curriculum Contributions			\$
Other Contributions			\$
Tax Deductible Contributions (Parent/Carer to complete)			\$
Extra-Curricular Items and Activities			\$
CSEF - YES / NO (Parent/Carer to complete)			
TOTAL FAMILY CONTRIBUTION			\$
(XUNO - EFT) (Parent/Carer to complete)			



Curriculum Contributions

Items and activities that students use, or participate in, to access the curriculum include:

- Everyday items that your child/ren will use in the classroom for the essential curriculum such as art supplies, science equipment, cooking ingredients and technology materials.
- Computer applications where our students have their own individual password.

Other Contributions

Non-curriculum items and activities to support the daily operation and objectives of Wooranna Park Primary School.

Tax Deductible Contributions

Building Fund tax deductible contributions to Wooranna Park Primary School support renovations, upgrades and maintenance of school infrastructure.

Extra-Curricular (OPTIONAL) Items and Activities

Wooranna Park Primary School offers a range of items and activities that enhance or broaden the schooling experience of students beyond what the school provides to deliver the curriculum. These are provided on a user-pays basis. Details of these items and activities will be provided to students and families throughout the year, such as camps, incursions and excursions.

Educational Items for Students to own

All classroom supplies will be provided directly to the classrooms in bulk, where teachers will distribute stationery and other supplies to the students as needed.

Financial Support for Families

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

- State Schools' Relief provides support such as new school uniforms, shoes and more for disadvantaged families. Applications are submitted by the school.
- Camps, Sports and Excursions Fund (CSEF) provides payments for eligible families to assist students to attend camps, sporting events and excursions. Application forms will be available at the office as of **28 January 2025** for new families or newly eligible families with a current Health Care Card. Parents/carers who currently receive CSEF, and who remain eligible, will automatically have their 2025 application processed by the school. For all applications, we will require a copy of your current Health Care Card.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact our Business Manager, Sue Bitzios on 9795 2007 or sue.bitzios@education.vic.gov.au. Any information about your financial circumstances, payment arrangements or status will be kept strictly confidential.



Payment Methods

We will be accepting online payments via **XUNO** (Events and Fees) from **22 January 2025**.

Alternatively, Wooranna Park Primary School will be open as of **28 January 2025** to receive parent contributions at the office via **EFTPOS**.

Refunds

Parent/carer 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.

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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.