

Canterbury Street, Clunes Vic. 3370
Telephone (03) 5345 3182
Email: clunes.ps@edumail.vic.gov.au

Dear Parent/Guardian

Clunes Primary School is looking forward to another great year of teaching and learning and would like to advise you of Clunes Primary School's parent payment arrangements for 2021.

Please find the fee schedule for Prep/Foundation attached.

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

Financial Support for Families

Clunes Primary School understands that some families may experience financial difficulty and offers a range of support options, including the Camps, Sports and Excursions Fund.

Families who do not have an immediate capacity to pay are also able to enter into alternative and confidential payment arrangements with the school.

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

Ms Sonia Jardine (Principal)
Ph: 03 5345 3182 | Email: clunes.ps@education.vic.gov.au

Payment Methods

We offer a variety of payment options to assist our families.

- EFTPOS is available at the office
- Credit card payments are able to be made over the telephone
- BPay – your individual reference number is on your Family Statement
- Direct Deposit – bank account details are found on your Family Statement
- Cash / Cheque

Electronic payments are preferred. We would appreciate payment by Friday 26 February 2021. Please contact Ms Sonia Jardine (Principal) if you are unable to meet this date. Any record of payments or contributions is confidential.

Refunds

Please see the school's Refund Policy if payment has been made and you seek a refund.

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

Yours sincerely,

Sonia Jardine
Principal

Steve Kinnersly
School Council President

FEE SCHEDULE – PREP

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

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. If you choose to purchase items yourself please do this in consultation with the school so that your child has the right items. There may be some items or services you cannot purchase yourself. Please indicate which items you would like to purchase through the school on the table below:

Essential Student Learning Items	Amount
Mathseeds subscription	\$16.00
Reading Eggs subscription	\$12.00
Reader cover/bag	\$10.00
First Dictionary – Pearson	\$11.00
School diary	\$ 3.00
Art supplies for take home projects (includes visual diary, canvas and paint)	\$13.00
Food ingredients for cooking class (including vegetables and flour)	\$ 5.00
Headphones	\$15.00
Excursions/Incursions*	To Be Advised
TOTAL	\$85.00

* During the year your child will be asked to attend curriculum related excursions/incursions that support curriculum outcomes. The cost of these events will be advised throughout the year.

Attached is a booklist which guides you on the everyday items that your child will use in the classroom. For your convenience, these items are available through Clunes newsXpress. Please indicate on the attached book list which items you would like to purchase from Clunes newsXpress and see Craig or Cynthia to place your order. If you choose to purchase items yourself not using Clunes newsXpress please do this in consultation with the school so that your child has the right items.

Optional Items

Clunes Primary School may offer 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.

Optional Item	Amount
Optional camps and excursions as scheduled throughout 2021. The cost of these activities will be advised throughout the year.	To be advised
TOTAL	\$To be advised

Voluntary Contributions

Clunes 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 support families experiencing 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 –as outlined in the table below:

Voluntary Contribution	Amount
<i>General Contribution</i>	
<i>Support for families experiencing financial hardship – including essential education items, uniform or optional extras.</i>	
	TOTAL \$

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.

Parent Payment Charges

Essential Student Learning Items	Amount _____
Optional Items	Amount _____
Voluntary financial contribution	Amount _____
	TOTAL _____

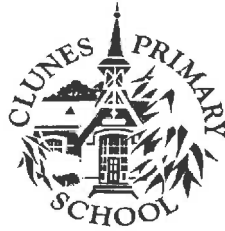
Parent Payment Arrangements

Please indicate your preferred method of payment:

- Option A (full amount at the beginning of Term 1)
- Option B (payment at the beginning of each Term)
- Option C (half yearly payment)
- Option D (other payment arrangements)*

* If selecting Option D please make an appointment with the school to discuss your circumstances and the available options.

I HAVE ENCLOSED PAYMENT OF \$ _____
(if applicable)



Prep Requisites 2021

Purchase from newsXpress Clunes

Student Name: _____

Phone: _____

CODE	Description	QTY	Price Each	TOTAL PRICE
9212	SCRAPBOOK MEGASAURUS BOND 64 PG 335 X 240	6	\$ 2.95	\$ 17.70
12182	PENCIL - TRIANGULAR GRIP BLACK LEAD 2B	4	\$ 1.00	\$ 4.00
46562	CRAYONS - ZOOM 12'S	1	\$ 7.95	\$ 7.95
21557	BOSTIK GLUE STIK - 21GM	4	\$ 2.50	\$ 10.00
35089	COPY PAPER - WHITE 80GSM (NOT RECYCLED)	2	\$ 5.70	\$ 11.40
2103	ART SMOCK (IF Required)	1	\$ 6.95	\$ 6.95
42111	DOCUMENT WALLET - 30MM GUSSETT - BLUE	2	\$ 1.10	\$ 2.20
46001	BOX TISSUES - LARGE	2	\$ 1.99	\$ 3.98
19951	SCISSOR - BLUNT END SS - LEFT OR RIGHT	1	\$ 1.50	\$ 1.50
49848	EXERCISE BOOK 24MM DOTTED THIRDS A4 48PG	1	\$ 1.50	\$ 1.50
			TOTAL LIST PRICE	\$ 67.18

TO HELP WITH ORDERING

***10% discount applies if order placed by WEDNESDAY 23rd December

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW

The following is a summary of the main principles of the Parent Payments Policy:



FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.



PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

Essential Student Learning Items

- Items and activities which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own. If purchasing items yourself please do this in consultation with the school so your child has the right items.

Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.



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 obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.