

**Newham Primary School No. 1913**  
**1271 Rochford Road, Newham, Victoria 3442**

**Phone:** 5427 0235 **ABN:** 43 055 119 756

**Email:** [newham.ps@education.vic.gov.au](mailto:newham.ps@education.vic.gov.au)

**Web:** <https://www.newhamps.vic.edu.au>

6<sup>th</sup> October 2022

Dear parent/guardian,

Newham Primary School is looking forward to another great year of teaching and learning and would like to advise you of Newham Primary School's voluntary financial contributions for 2023.

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 is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to offer: 1:1 computers for 5/6 students, Kitchen Garden Program, Apps and programs, incursions and excursions, French cultural day, sustainability/ResourceSmart/Science, School Wide Positive Behaviours activities and musical instruments to name a few.

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

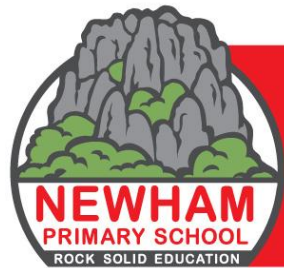
Yours sincerely,

Simone Wood

Principal

Sarah Crozier

School Council President



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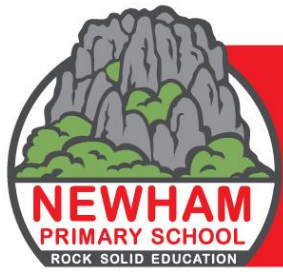
**Web:** <https://www.newhamps.vic.edu.au>

## Year: Foundation

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment including but not limited to: <ul style="list-style-type: none"> <li>Numeracy – texts &amp; numeracy manipulative materials</li> <li>Literacy – decodable readers &amp; literacy support tools</li> <li>Classroom consumables – formerly the stationery pack</li> <li>Art, Science, Physical education, Music, French</li> <li>Library folio</li> </ul>	\$105
Online subscriptions including but not limited to: <ul style="list-style-type: none"> <li>Maths Online, Nesy</li> </ul>	\$50
ICT devices – services & equipment including but not limited to: <ul style="list-style-type: none"> <li>Provision of devices and mice from shared classroom sets</li> <li>Repair/replacement of keyboards/screens/frames/cords</li> </ul>	\$85
Whole school events <ul style="list-style-type: none"> <li>Athletics carnival</li> <li>Cross country</li> </ul>	\$10
<b>Total Curriculum Contributions</b>	<b>\$250</b>

<b>Other Contributions</b> - for non-curriculum items and activities	Amount
Student wellbeing programs	\$20
Excursions to be scheduled - TBA	\$5
School grounds maintenance and improvements	\$15
<b>Total Other Contributions</b>	<b>\$40</b>

<b>Tax deductible contributions</b>	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	<i>\$[parent to complete]</i>



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### **Extra-Curricular Items and Activities – provided on a user-pays basis**

Newham Primary School offers a range of optional 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.

The cost of extra-curricular items and activities will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
Optional incursions to be scheduled – examples include: <ul style="list-style-type: none"><li>Indigenous/French cultural activities</li></ul>	TBA
Optional excursions to be scheduled	TBA
Optional adventure style activities	TBA
<b>Total Extra-Curricular Items and Activities</b>	<b>\$ TBA</b>

### **Financial Support for Families**

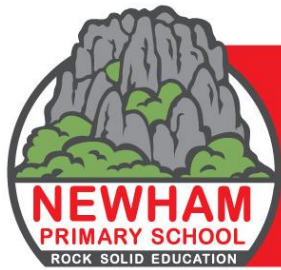
Newham Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)

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

Sharon Gledhill

Ph: 03 5427 0235 | Email: [sharon.gledhill@education.vic.gov.au](mailto:sharon.gledhill@education.vic.gov.au)



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### Total

Category	Totals
Curriculum Contributions	\$
Other Contributions (Non-tax deductible)	\$
(Tax-deductible)	\$[parent to complete]
Extra-Curricular Items and Activities – credit on account to cover items as they arise throughout the year	\$
<b>Total</b>	<b>\$</b>

**Payment methods (BPay is the school's preferred payment method – please return this form so that we can reconcile payments with items selected)**

Please tick your payment method:

☐

**Bill Code:** 87361

**Reference:** please contact the school for your unique reference number

☐

**Credit Card:** payment can be made at the school office, over the phone or by completing the Authority below.

☐

**EFTPOS:** payment can be made at the school office

☐

**Direct Deposit**

**BSB:** 063 806, **Account No.:** 1002 3995, **Ref/Description:** \_\_\_\_\_

☐

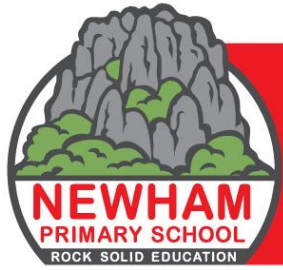
**Cash**

**Authority for Credit Card Debit**

**Card Number:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Expiry Date:** \_\_\_\_ / \_\_\_\_ **CCV:** \_\_\_\_

**Name on Card:** \_\_\_\_\_ **Signature:** \_\_\_\_\_



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## **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 the individual circumstances, whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information. 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.

Due to the need to pre-book venues and buses, the school has a 'no refund' policy for camps, sports and excursions/incursions, which will be clearly stated on all forms. (NOTE: Under extreme circumstances the Principal can authorise refunds – this may require a medical certificate or similar).

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

## 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.