



November 2023

Dear parents/guardians,

Botanic Ridge Primary School is looking forward to a positive and productive year of teaching and learning again in 2024!

The attached information is to advise you of Botanic Ridge Primary School's request for 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 continue to offer the best possible education and support for our students.

We value your contributions in supporting our school's programs and resources. Your support via voluntary parent contributions enables us to:

- Provide all student stationery and resources in the classroom, rather than asking parents to purchase bookpacs.
- Provide high quality and specific subject materials, resources and equipment for our specialist programs of art, music, STEM, Indonesian and physical education.
- Provide one to one shared Ipads and/or Chromebooks in the classroom.
- Maintain literacy and library resources to ensure all students have access to high quality reading programs and materials.
- Provide hands on maths equipment in each classroom.
- Facilitate literacy and mathematics online digital subscriptions including Nessy and Matific.
- Provide parent/school communication and payments via Compass.
- Provide whole school activities and celebrations, and so much more.

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

We want to thank you for your continued support, via parent contributions, fundraising or volunteering your time. This makes a huge difference to our school and the quality of programs, facilities and resources we can offer.

Yours sincerely,

Lisa Vandebosch
Principal

Clinton Taylor
School Council President

PARENT CONTRIBUTIONS 2024

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment <ul style="list-style-type: none"> • Shared classroom stationery, consumables and materials • Literacy – reading resources • Mathematics – resources and equipment 	\$ 135
Specialist Programs <ul style="list-style-type: none"> • Art, STEM, Music, Indonesian & PE resources, materials and equipment 	50
ICT Devices <ul style="list-style-type: none"> • Ipad and Chromebook Class Sets program contribution 	10
Online subscriptions and communication tools <ul style="list-style-type: none"> • Compass • Nessy • Matific 	40
Printing and photocopying of worksheets and learning materials	\$ 15
Total Curriculum Contributions per Student	\$ 250

If you would like to make further contributions:

Other Contributions - for non-curriculum items and activities	Amount
ICT/STEM Resource additions	\$
Outdoor Facilities Upgrades	\$
General	\$
Total Other Contributions	\$

Total (for your records only)

Category	Totals
Curriculum Contributions	\$ 250
Other Contributions	\$
Total	\$

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

Botanic Ridge 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. These include excursions and incursions, sports, camps, swimming and other whole school activities.

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

Consent and payment for these activities will be requested through Compass as they arise.

Financial Support for Families

Botanic Ridge 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)
- Payment plans

For a confidential discussion about accessing these services, or if you would like to discuss flexible payment arrangements, please contact the Business Manager, Trisha Brumbaugh on 5992 7900.

Payment methods

2024 Parent contribution payments can be made via Compass. Please follow the prompt on the portal to complete your payment.

Alternatively, payment can be made via BPay using your family BPay reference number, cash or EFT payment in person at the office. If you wish to pay via one of these methods, please complete and return the contribution sheet.

Payment can be made at any time, however, it would be appreciated if contributions could be completed by **31st January 2024**.

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be made in accordance with the Botanic Ridge PS Refund Policy and the Department's Parent Payment Policy and Guidance.

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) 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.