



ESSENTIAL STUDENT LEARNING ITEMS VOLUNTARY FINANCIAL CONTRIBUTION 2021 FAMILY PAYMENT ARRANGEMENTS

Dear Parents and Carers,

We'd like to take this opportunity to thank you for supporting our school this year. It certainly has been a challenging year for everyone. Next year will be full of opportunities to strengthen our community relationships, make a massive impact on learning, and provide enriching and challenging experiences for our children.

It's that time of year again where we are starting to get organised for the year ahead. Attached is a letter regarding the 2021 Family Payment arrangements.

We're writing to you because the Department of Education and Training (DET) has made changes to the Parent Payment policy guidance. As a consequence, how we present the components of our parent payments has changed from previous years. To make it more transparent we will provide what will be purchased for each item listed under Essential Student Learning Items.

In previous years, the school asked families to pay between \$270 and \$280 per child, excluding excursions/incursions, depending on your child's year level, for essential learning items. This year the amount will be between \$140 and \$150 per child with the opportunity for families to make an additional payment as a voluntary Teaching & Learning contribution. These additional funds will help enrich learning areas in Literacy, Numeracy, Chinese Language, Kitchen Garden and PE. If you can pay a similar amount to last year – or pay more to help families who might not be able to – the money will go to creating a better learning experience for all children.

From 2021 onwards we will be charging for excursions/incursions and sports events as they occur. We will be using Compass to do this, and more information will come next year. You will be given at least two weeks' notice before any payments are due.

Once again there will also be further opportunities for families to make additional voluntary General Fund contribution towards the school's key priorities, or towards the Library Fund, Building Fund or externally (to support upgrades to the play spaces) through Australian Sports Foundation via <https://asf.org.au/projects/brunswick-south-west-ps/>). The additional money was used, this year, to install air conditioners in the Red Brick building, purchase library furniture and books for the school and library, and to purchase sports equipment, including our new Perceptual Motor Program equipment for the Junior School. We hope to install air conditioners in the remainder of the school and continue to make our school grounds safe and inviting, in line with the master plan for the play spaces.

We understand it has been a difficult year, and many families are hurting financially. Additional contributions are valued and important but completely voluntary. Not paying won't have any impact on your child, and it won't ever be noted publicly.

Thank you again for the care and love you've shown through the Remote Learning experience. Here's to a great year ahead in 2021.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Emma Fuller".

Principal

A handwritten signature in black ink, appearing to read "A. Joyner".

School Council President



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FAMILY PAYMENT ARRANGEMENTS

Dear parents and carers,

With planning for 2021 in full swing we are already looking ahead to another great year of teaching and learning!

The Department of Education & Training (DET) have recently reviewed and updated the Parent Payment Policy Guidelines and there are some key changes for our school moving forward.

Essential Student Learning Items

These are items which are essential for your child to learn the standard curriculum at school. The payment form includes a breakdown of these items for 2021.

Parents/guardians are encouraged to purchase their child's essential student learning items, Book and Stationery List, through the school. This ensures that every student has items with the same specifications and quality requested by the school. Our school purchases essential student learning items in bulk, enabling considerable savings to parents/carers due to the school's sizeable buying power. The book and stationery pack will be delivered to the school and the classroom teacher will distribute the pack at the start of Term 1. This will remain in the classroom for your child's use throughout the year.

If you are choosing to provide the book and stationery pack for your child, please ensure you have a conversation with the Business Manager, Melissa Cameron, prior to 12th December 2020.

Optional Items

Brunswick South West 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. Optional item charges may be requested as they arise during the year, which may include excursions, incursions, sport activities and camps. Payment for these activities will be requested closer to the event. As always, we make every effort to keep the cost of items and activities to a minimum and affordable for all parents. Families who choose for their child not to attend these events will remain in class and receive explicit teaching relevant to the curriculum.

Voluntary Contributions

Teaching and Learning

We greatly value your contributions towards teaching and learning at our school, and rely on these payments to enrich our learning areas of Literacy, Numeracy, Chinese Language, Kitchen Garden, Physical Education and technology. Your contributions here pay for things that make your children's experience at BSWPS diverse and special.

General Fund

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

Building Fund

Contributions to this fund support continued strategic enhancements of our school's facilities. Donations to this fund in 2021 will help fund installation of air conditioners across the remainder of the school to ensure classrooms are functional teaching and learning environments throughout the year.



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Library Fund

Contributions made to the Library Fund are used to continue to build our school's collection of books and reference materials, develop our library space and aims to support a range of student co-curricular activities. A key goal for 2021 is to support our library specialists as they return to the library building to ensure it once again is a special place for all of our students.

Whilst we value all contributions as they help our school strive to be the very best local school it can be for all students, they are voluntary. Your child will not be disadvantaged if you do not make a contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

Financial Support for Families

We understand that some families may experience financial difficulty and we offer a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF)
- 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 Business Manager Melissa Cameron or Principal Emma Fuller on 9387 6886.

Refunds

All refunds requests must be made in writing by completing a Refund Request Form. Refunds are all subject to the discretion of the Principal on a case by case basis. For further information on the Department's Parent Payment Policy please see a one page overview attached.

Fee Schedule

Please find the itemised list of Essential Student Learning Items and range of voluntary contributions for your child in 2021. Fees are due for payment by 28 Feb 2021 or can be paid in instalments throughout the year.

Payments can be made from 1st January 2021.

Payment Methods

Payments can be made by the following methods:

- **BPAY** (preferred) Biller details can be found on your payments notice
- **Eftpos** or cash at the school.

Please find the fee schedule attached. Please complete this form and return to the school by 28th February 2021.

Yours sincerely,

Handwritten signature of Emma Fuller in black ink.

Principal

Handwritten signature of A. Joyner in black ink.

School Council President

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.

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.