



Knox Central Primary School
Darwin Road Boronia 3155
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Email: knox.central.ps@education.vic.gov.au

YEAR: FOUNDATION

2021 PARENT PAYMENTS

Dear Parents/Carers,

Knox Central Primary School is looking forward to another great year of teaching and learning and would like to advise you of Knox Central Primary School's parent payment arrangements for 2021. We make every effort to keep the cost of items and activities to a minimum and affordable for all parents.

PAYMENT ARRANGEMENTS – Bpay or EFTPOS only

Payment is not required until **Wednesday 27th January, 2021**, however, payment before **Tuesday 15th December 2020** would be greatly appreciated.

Due to social distancing requirements, we will not be accepting cash payments this year. Payment may be made in one of the following ways:

- **EFTPOS** by completing the attached payment slip and returning it to your child's teacher
- **BPay** from the convenience of your home. Please return the attached reply slip with your BPay receipt number. If you require your family's BPAY Reference Number and the School's Biller Code please contact the school office.

BOOK PACK DISTRIBUTION:

Due to Covid 19 social distancing requirements, we will not be holding a Book Pack Collection Day this year. Instead, once payment is received for 2021 Parent Payments, book packs will be sent home with students. We are expecting the book packs to be delivered to the school in early December.

FINANCIAL SUPPORT FOR FAMILIES

Knox Central Primary School understands that some families may experience financial difficulty and offers the following:

- Instalment Agreements for Essential Items
- Camps, Sports and Excursions Fund (CSEF) – A parent or guardian of a child under 16 who receives a Centrelink benefit and a Health Care Card or Pension Card, may be entitled to CSEF assistance (\$125 per child per year paid directly to the school)
- State Schools Relief Committee support.
- Pre-loved Uniform Shop

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

Jan Moussa (Business Manager)

Ph: 03 9801 3289 (Tuesday, Wednesday, Thursday or, Friday between 8.15am & 2.00pm)

Email: janet.moussa@education.vic.gov.au

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

Yours sincerely,

Lisa Burt
Principal

Natasha Kidman
School Council President



**YEAR: FOUNDATION
2021 Fee schedule**

Please find below the itemised list of Essential Student Learning Items and Voluntary Contributions for your child. Requests for payment for Optional Items (camp, swimming, excursions etc) will occur throughout the year. Knox Central Primary School also continues to welcome your voluntary contributions to the Building Fund and for the Grounds Contribution 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.

Essential Student Learning Items																
<p>Year: Foundation Stationery Pack (Book Pack) You may choose to purchase these items through the school or provide your own</p> <table border="0"> <tr> <td>2 x Exercise Book A4 24mm Dotted Thirds</td> <td>6 x Faber Castell Triangular HB Pencils Junior Grip</td> <td rowspan="8" style="vertical-align: middle; text-align: right;">\$ 54.71</td> </tr> <tr> <td>4 x Glue Stick 35g</td> <td>1 x Display Book clear front Black A4 20 Pocket</td> </tr> <tr> <td>4 x Scrapbook 64 page 100gsm</td> <td>2 x Project Book 24mm Dotted 3rds 64 page</td> </tr> <tr> <td>1 x My Alphabet Scrapbook VIC</td> <td>1 x Kluwell DO IT Diary</td> </tr> <tr> <td>4 x PP Envelope A4 with Button Clear</td> <td>1 x Clearview Insert Binder A4 3D Ring 50mm Blue</td> </tr> <tr> <td>1 x Jumbo Scrap Book 72pg 335 x 245mm 70gsm</td> <td>1 x Whiteboard Marker Black Bullet</td> </tr> <tr> <td>1 x Faber Castell Tri-coloured Pencils Pack 20</td> <td></td> </tr> </table>	2 x Exercise Book A4 24mm Dotted Thirds	6 x Faber Castell Triangular HB Pencils Junior Grip	\$ 54.71	4 x Glue Stick 35g	1 x Display Book clear front Black A4 20 Pocket	4 x Scrapbook 64 page 100gsm	2 x Project Book 24mm Dotted 3rds 64 page	1 x My Alphabet Scrapbook VIC	1 x Kluwell DO IT Diary	4 x PP Envelope A4 with Button Clear	1 x Clearview Insert Binder A4 3D Ring 50mm Blue	1 x Jumbo Scrap Book 72pg 335 x 245mm 70gsm	1 x Whiteboard Marker Black Bullet	1 x Faber Castell Tri-coloured Pencils Pack 20		
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<p>Consumable materials which students take possession of: Visual Arts eg: clay, paint, oil pastels, cardboard, feathers, pompoms, fabric, wool, string, pva glue, kinder squares, pipe cleaners, cover paper etc</p>	\$ 30.00															
<p>Literacy eg: cover paper, kinder squares, masking tape, sticky tape etc. plus - Student created picture story book for Book Launch (cover paper, printing, laminating, book binding etc) - Student Portfolios (cover paper, printing, plastic pockets, folder or display book)</p>	\$ 19.37															
<p>Mathematics eg: cover paper, kinder squares, masking tape, sticky tape etc.</p>	\$ 10.00															
<p>STEAM - Science...eg: PVA glue, cardboard, clips, art paper, ingredients etc</p>	\$ 10.00															
<p>Online Learning Subscriptions:</p> <ul style="list-style-type: none"> - Mathletics \$ 22.19 - Essential Assessment Subscription – Literacy \$ 4.00 - Readiwriter \$ 14.73 																
TOTAL	\$ 165.00															

VOLUNTARY CONTRIBUTIONS PER FAMILY

The financial assistance you so generously offer our school through the Voluntary Contributions, alongside the ongoing fundraising by the Parent's Association, all make a huge difference to the quality of resources and facilities we can provide for our students. 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.

<p>Building Fund Donation - TAX DEDUCTIBLE The building fund allows us to enhance your child's learning environment and educational experience at school by providing assets and alterations, which are not Government funded, to our existing buildings. School Council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building Fund.</p>	Suggested amount: \$50.00
<p>Grounds Maintenance Contribution – Not tax deductible Assists the school to enhance the school grounds and maintain a safe and secure environment for your children. We hold regular working bees, however if you are unable to support us with your time and assistance, the Grounds Maintenance Contribution is a great way to help.</p>	Suggested amount: \$50.00

OPTIONAL ITEMS

Knox Central Primary School offers a range of optional items and activities throughout the year that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child and are offered in the form of whole-school and year level appropriate excursions, incursions, swimming, school photos, gymnastics, guest speakers, school run performances and Year 6 Graduation.

These are optional/user pays events and students can participate in these events upon receipt of parent consent and payment. Permission/Payment forms, including event details and cost will be sent home prior to the event.



2021 PARENT PAYMENTS REPLY

FAMILY NAME: _____

2021 Essential Educational Items:		Year Level in 2021:	2021 Parent Payment Amounts:	Payment per child:
Child 1	Name:		\$165.00	\$
Child 2	Name:		\$165.00	\$
Child 3	Name:		\$165.00	\$
Child 4	Name:		\$165.00	\$
SUB TOTAL:				\$
2021 Voluntary Contributions (per family):				
Knox Central PS Building Fund (Tax Deductible)		Suggested Amount \$50 per family		\$
Grounds Donation (Not Tax Deductible)		Suggested amount \$50 per family		\$
TOTAL:				\$

Signed: Date:

Bpay and Eftpos payments are accepted. Please note, contactless forms of payment are required, as we are unable to accept cash while social distancing is in place due to Covid 19.

FULL OR PART PAYMENT USING MY REFUND CREDIT/S

I have been advised that I have unallocated credits/refunds on my account and wish to use \$_____ of these credits towards the cost of 2021 Parent Payments.

EFTPOS

Please debit my Visa Mastercard

Credit Card No _____ / _____ / _____ / _____ Expiry Date: ____ / ____

Description: (Parent Payment) Amount : \$

Cardholder's name: Signature:

Telephone: Mobile:

BPAY

Amount Paid : \$..... Receipt No: Date Paid:/...../.....

For office use only **2021 Parent Payment**

Amount received: Eftpos / BPay \$

Official Receipt No: BF. Receipt No: Date Received:/...../.....

Please keep this page intact – Do not cut

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.