



Knox Central Primary School
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YEAR 1

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



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.