



October 2023

*Dear parent/guardian,*

Schools provide students with free instruction to implement the standard Victorian Curriculum. The ongoing support of our families ensures that your children's school can offer the best possible education and support for the students. We want to thank you for your support in 2023; your contributions have made a real difference to the provision of high-quality teaching and learning for your children. The additional funds provided by parents through their Parent Payment Contributions supported a range of additional learning and facilities upgrades such as the purchase of new reading and numeracy resources, clay and paint for use with our new kiln, additional appliances in the café for student lunches, shade sails, garden maintenance and sport and music equipment. Without your contributions purchases such as these would not be possible.

The 2024 voluntary contribution includes the supply of student stationery packs and resources to support school wide programs. To ensure families are given adequate time to plan for Bridgewood's 2024 financial contributions, the following pages provides a further detail.

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

We wish to thank you in advance for your support and look forward to another successful year of teaching and learning in 2024.

*Yours sincerely,*

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

*Kerry Coffey*

*Principal*

&

*Peter Woolsey*

*School Council President*

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

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• Exercise books, scrapbooks, pens, pencils, textas etc \$80.00</li> <li>• Art – paint, crayons, canvas, glitter, coloured paper \$20.00</li> <li>• Stem – chemicals \$20.00</li> <li>• Mathematics – numeracy blocks \$10.00</li> <li>• English – book boxes \$10.00</li> <li>• Sports – equipment \$10.00</li> <li>• Printing and photocopying of worksheets and learning materials \$10.00</li> </ul>	\$160.00
<i>ICT devices – Grades Foundation to three – provision of devices from the from the shared classroom sets.</i>	\$40.00
<i>ICT devices – Grades four to six – Apps to be purchased</i>	
<b>Total Curriculum Contributions</b>	<b>\$200.00</b>

Other Contributions - for non-curriculum items and activities	Amount
<i>Outdoor seating around oval, Shade over Café area, Music program/equipment</i>	\$40.00
<i>Student wellbeing programs</i>	\$10.00
<i>School grounds maintenance and improvements</i>	\$5.00
<b>Total Other Contributions</b>	<b>\$55.00</b>

Category	Totals
Curriculum Contributions	\$200.00
Other Contributions <i>(Non-tax deductible)</i>	\$55.00
<b>Total</b>	<b>\$255.00</b>

**Financial Support for Families:** *Bridgewood* 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: *Melissa Miskowiec* Ph: 03 8766 9400 | Email: [bridgewood.ps@education.vic.gov.au](mailto:bridgewood.ps@education.vic.gov.au)

**Payment methods:** *Via Compass*

**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 whether a cost has been incurred, the Department’s Parent Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information.*

# 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) including the VCE Vocational Major 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.