

# LONGWOOD PRIMARY SCHOOL

## PARENT VOLUNTARY FINANCIAL CONTRIBUTION 2024

Dear parent/guardian,

Longwood Primary School is looking forward to another great year of teaching and learning and would like to advise you of Longwood Primary School's 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 offer the best possible education and support for our students. We want to thank you for all your support, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to organise and coordinate the best possible programs outside of the traditional teaching and learning classroom structure by offering a wide range of creative, hands on activities and special curriculum experiences for our students across all year levels to make learning exciting and fun. They have also assisted in the upgrade and purchase of additional IT devices for student use to enhanced digital learning opportunities, and assist with the purchasing of art materials, library books, guided reading sets, physical education equipment and other resources.

Other programs which we are able to offer because of your contributions include cooking, rotations and a variety of welfare programs. These programs run alongside the traditional classroom teaching and learning programs and are imperative to providing an effectively balanced and rigorous overall education for your children.

Please find below Longwood Primary Schools voluntary financial contributions schedule for 2024, which includes an overview of what your contributions will contribute towards.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of contributions for your child/ren.

### Financial Support for Families

Longwood Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF) available for eligible families
- Second hand uniform, if available
- State Schools Relief (SSR) support is available for uniforms/footwear (via the School Wellbeing Team)

- Information regarding support options is also available from the general office

For a confidential discussion about accessing these services, families are invited to contact the school for information regarding support options, or the Business Manager if you would like to discuss alternative payment arrangements, on 57 98 5386.

### Payment Methods

Parents may choose to make contributions in instalments. This can be done either by

- cash or cheque at the office, or
- Direct payment to our bank – 063-682 10025842

### Department Parent Payment Policy

For further information on the [Department's Parent Payment Policy](#) please click on the link to go to the Department site or see a one page overview attached.

Yours sincerely,



Travis Stefanos  
Principal



Carl Norton  
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• Arts &amp; Crafts including the MACC Art Program (\$50)</li> <li>• Lote/Science/Integrated Studies (\$25)</li> <li>• English – book boxes, guided reading sets, hand writing books etc (\$10)</li> <li>• Cooking (\$25)</li> <li>• MARC Library (\$35)</li> <li>• Class sets of required stationery (\$55) ie stationery, textbooks, pencils, felt pens, scissors, calculators, diaries</li> </ul>	\$200.00
<p><i>Online Subscriptions</i></p> <ul style="list-style-type: none"> <li>• Mathematics, Essential Numeracy Assessment, SeeSaw, Time, Minecraft etc</li> </ul>	\$20.00
<i>ICT Devices – provision of devices from the shared classroom sets, headphones</i>	\$20.00
<i>Printing and photocopying of worksheets and learning materials</i>	\$10.00
<p><i>Whole school events</i></p> <ul style="list-style-type: none"> <li>• Local Incursions and Excursions</li> <li>• Swimming Program- transport/entrance - Price to be advised if not covered under the Sporting Schools Program</li> </ul>	TBA TBA
Other Contributions - for non-curriculum items and activities	Amount
<i>Student wellbeing programs</i>	\$xx
<i>First aid equipment</i>	\$xx
<i>School grounds maintenance and improvements</i>	\$xx
<b>Total Amount</b>	<b>\$250.00</b>

### Extra-Curricular Items and Activities

Longwood Primary School offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides in order to deliver the Curriculum. These are provided on a user-pays basis. Costs of these activities will be advised throughout the year when full details are known.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>Optional Year level school camps – cost to be advised when each camp arranged and full details known</i>	\$TBA	
<i>Other optional incursions and excursions to be scheduled</i>	\$TBA	
<b>Total Extra-curricular Items and Activities</b>		

### Total

Category	
Curriculum Contributions	\$250.00
Other Contributions	\$0.00
Extra-Curricular Items and Activities	\$0.00

# PARENT PAYMENTS POLICY

SCHOOLS

## 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 standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAL.
- 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.