



# MULGRAVE PRIMARY SCHOOL

23-31 GLADESWOOD DRIVE

MULGRAVE 3170

Email: [mulgrave.ps@education.vic.gov.au](mailto:mulgrave.ps@education.vic.gov.au)

ABN: 65 484 530 572

TELEPHONE 9795 2477

FACSIMILE 9795 4884

Dear parent/guardian,

Mulgrave Primary School is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions for 2022.

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, in particularly our ability to provide digital technologies to every student, without the need for a Bring Your Own Device (BYOD) program, and our STEM program that includes a significant robotics allocation.

\* As outlined in our Parent Payments Policy, the Education and Training Reform Act 2006 provides that instruction in the standard curriculum program is delivered free to all students in Victorian Government schools - referred to as 'free instruction.' To support this, the Victorian Government provides for much of our school's standard operational requirements with an annual grant. This covers items such as: replacement teaching staff, gas and electricity, water rates, facilities, telephone, furniture, some buildings or grounds maintenance, administration, standard curriculum support/resources and professional development.

Each school can also decide on the learning programs offered and funds required based on the needs and expectations of the school community. To provide educational programs of a *'higher' standard and quality* expected by our community, we require funds to support this. We use voluntary contributions from families to support us to provide better quality materials, equipment, resources, enhanced programs and opportunities beyond the standard Victorian curriculum. Our school relies heavily upon voluntary financial contributions from parents to meet the difference between funds from DET and our budgeted expenditure each year. To date we have been most fortunate that our school community values the high standard of resourcing that payment of these contributions provide and have willingly contributed. We hope this will continue to be the case in the 2022 school year.

## **Curriculum Contributions**

Items and activities that students use, or participate in, to access the Curriculum.

## **Other Contributions**

Non-Curriculum items and activities to support the daily operation and objectives of Mulgrave Primary School.

## **Extra-Curricular Items and Activities**

Mulgrave 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. Details of these items and activities will be provided to students and families throughout the year.



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## Payment methods

**Our preferred method of payment for all parent payments and contributions is by using the Qkr! app.** Payment can also be made by BPay or by EFTPOS/credit card at the office.

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund, providing payments for eligible students to attend camps, sports and excursions
- Confidential Payment Arrangements

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Suzy Shaw on 03 9795 2477 or email [Mulgrave.ps@education.vic.gov.au](mailto:Mulgrave.ps@education.vic.gov.au).

## 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 Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

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

Yours sincerely,

Edmond Meszaros  
School Council President

Don Corcoran  
Treasurer

Charles Spicer  
Principal



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## 2022 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<ul style="list-style-type: none"> <li>Classroom consumables, materials &amp; equipment – paper, glue sticks, paint, pencils, pens, textas, highlighters, sharpeners, erasers, scissors, exercise books, scrap books, gid books, writing books, project books, display books, craft supplies, sticky tape, laminating pouches, cooking materials, The Resilience Project journal</li> <li>Art – paint, crayons, canvas, glitter, clay, coloured paper &amp; craft items</li> <li>Science – materials for experiments, robotics, equipment and software</li> <li>Mathematics – workbooks, paper, calculators &amp; numeracy equipment</li> <li>English – workbooks, readers, classroom library books, paper and book boxes</li> <li>Physical Education – equipment, tennis clinics, ribbons and awards</li> <li>LOTE – pencils, glue sticks, exercise books, scrap books, eraser, food supplies</li> <li>Performing Arts – Books, paper, pencils, musical instruments including recorders (grade 3)</li> <li>Printing and copying of worksheets, student work and learning materials</li> <li>ICT devices – provision of devices from the shared classroom sets including desktops, notebooks, iPads, classroom TV's and other devices.</li> <li>Online Subscriptions – Sunshine Online, Essential Assessments, PAT licences, Soundwaves.</li> </ul>	\$250
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programme including The Resilience Project Parent Communication First Aid Equipment School buildings & grounds maintenance and improvements	\$120
Extra-Curricular Items and Activities (Optional – user pays basis)	Amount
Optional Extra-Curriculum Activities – including school based and outside of school hours- Grade 2 Sleepover at school Grade 3/4 Oasis Camp Grade 5/6 PGL Adventure Camps Excursions/Incursions Sporting Events Grade 6 Graduation School Disco Student Leadership Conference (Year 6) Swimming Program	Amount to be advised at least 3 weeks prior to the activity.



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## 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 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.