



# Birregurra Primary School

'Living & Learning Together'

58 Beal Street Birregurra Victoria 3242

Ph.: 03 5236 2222

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

Principal: Mrs. Jessica Kattwinkel

---

Dear Parent/Guardian,

Birregurra Primary School is looking forward to another great year of teaching and learning and would like to advise you of Birregurra 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.

Within our school this support has allowed us to provide an enriched learning and teaching program for every student in our school. The commitment from parents to contribute benefits students and results in improved achievement outcomes, wellbeing and engagement in learning. With the ongoing support from our broader school community, we are able to provide a one-to-one digital learning device for all students Prep through to Grade 6.

At Birregurra Primary School, we design and develop our learning and teaching programs by drawing on the best educational knowledge and practices. Our goal is to provide students with broad and enriched opportunities that go beyond the requirements of the standard curriculum and government funding.

We would like to express our gratitude for your support, whether it's through fundraising or volunteering your time. Your contribution has made a huge difference to our school and the programs we are able to offer.

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

Yours sincerely,

*Jessica Kattwinkel*

*Principal*

*Rob Lidgerwood*

*School Council President*

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<p><b><i>Prep to Year 2 students will be issued with the following classroom consumables, materials and equipment:</i></b></p> <ul style="list-style-type: none"> <li>• Exercise books – dotted thirds/ lined (size dependent on year level)</li> <li>• Readers &amp; Writers Notebooks</li> <li>• Display folders</li> <li>• Scrapbooks</li> <li>• Handwriting textbook (P-2)</li> <li>• 2B/HB pencils</li> <li>• Twistable crayons (P-2)</li> <li>• Pencil case / pencil boxes (dependent on Year level)</li> <li>• Pencil sharpener, eraser, glue sticks, scissors and ruler</li> <li>• Coloured textas</li> <li>• Coloured paper A3 and A4</li> <li>• Cover paper A3 and A4</li> <li>• Student communication / reading diary</li> <li>• Clear sticky tape / masking tape</li> <li>• Whiteboard markers (for use with mini whiteboards)</li> <li>• Highlighters</li> <li>• Book boxes</li> </ul>	\$ 84.00
Materials for specialist subjects including Italian & PE: exercise books, resources & equipment	\$ 20.00
Library materials and resources - MARC (Mobile Area Resource Centre) program	\$ 25.00
Art materials and resources - MACC (Mobile Art Craft Centre) program	\$ 25.00
Printing and photocopying of worksheets and learning materials	\$ 11.00
<p><b>Online Subscriptions</b></p> <ul style="list-style-type: none"> <li>• Mathseeds \$17.00</li> <li>• Decodable Readers Australia Online Library \$18.00</li> </ul>	\$ 35.00
<p><b>F-2 School Events (<i>These events are a required element of the school's Curriculum. All students are expected to attend.</i>)</b></p> <ul style="list-style-type: none"> <li>• Swimming &amp; Water Safety Program (including entry &amp; transport)</li> </ul>	\$ 40.00
<p><b>Technology Contribution</b> Assists with the cost of technology in the school. This contribution provides provision for the upkeep and upgrading of digital learning devices and headphones for student use.</p>	\$ 20.00
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<p><b>Facilities Contribution</b> Maintenance and improvement of outdoor equipment, grounds and school buildings.</p>	\$ 20.00
<b>SUMMARY OF PARENT PAYMENT CONTRIBUTIONS</b>	
<b>Curriculum contributions</b>	<b>\$ 260.00</b>
<b>Other Contributions</b>	<b>\$ 20.00</b>
<b>TOTAL</b>	<b>\$ 280.00</b>

### Extra-Curricular Items and Activities

Birregurra 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.

The cost of extra-curricular items and activities will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
Excursions as scheduled throughout 2023 - \$40.00 (approx.)	TBA
<b>Total Extra-curricular Items and Activities</b>	<b>\$ 40.00 TBA</b>

### Financial Support for Families

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

- The Camps, Sports and Excursions Fund – Families who qualify with a health care card may access CSEF funding towards camps, swimming, and excursions. Application for this will be required each year and parents will be advised when applications are accepted. For each Primary school student who qualifies, the school will receive \$125.00 which will be credited towards camps, sport, swimming and excursions.
- State Schools Relief - State Schools' Relief provides support to any Victorian student attending a government school (primary, secondary or specialist), on the advice of the school. Schools are able to submit an application directly, whenever they believe there is a need to support a student whose family/carers are facing difficulty in providing the appropriate uniform, footwear or educational items for attending school.
- Welfare and support agencies that have established partnership arrangements with schools to provide further assistance to students and their families.

Birregurra Primary School will always exercise sensitivity to the differing financial circumstances of individual students and their families. For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Kate Leigh – Business Manager Ph: 03 5236 2222 | Email: [kate.leigh@education.vic.gov.au](mailto:kate.leigh@education.vic.gov.au).

### Total

Category	
Curriculum Contributions	\$ 260.00
Other Contributions	\$ 20.00
Extra-Curricular Items and Activities	\$ 40.00 TBC

### Payment methods - BPay, Direct Deposit, Parent Payment Plan, Cash, Eftpos, Credit Card via Xuno

#### 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.

# 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.