

Parent Payment Policy



Help for non-English speakers

If you need help to understand the information in this policy please contact our office reception staff.

Dear Parents / Guardians,

Bellaire Primary School is looking forward to another great year of teaching and learning and would like to advise you of Bellaire Primary School's voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. We want to assure you that all contributions are voluntary. Nevertheless, the ongoing support from our families ensures that our school can offer the best possible education for our students. We want to thank you for all your support; whether that's through fundraising or volunteering your time - we appreciate it greatly. This has a profound and positive impact on our school and the programs we are able to offer.

Within our school, this support allows us to provide an enriched learning and teaching program for every student, and is highly valued by our school community. The commitment and contributions from parents benefits students and results in improved achievement outcomes, wellbeing and engagement in learning.

At Bellaire Primary School, we design and develop learning and teaching programs that draw upon the best educational knowledge and practices, and strive to offer broad and enriched opportunities to students that are above and beyond what is required in the standard curriculum and what is provided for by Government funding.

Educational items for students to own

Attached is a list of items that the school recommends you purchase from *Paperchase Office National* for your child to individually own and use. These packs will be delivered directly to the school in the week prior to the school year commencing in 2023.

Parents have the option to purchase the Student Stationery Pack from another business and/or provide their own.

Bellaire Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Financial Support for Families

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

- Camps, Sports and Excursions Fund (CSEF) provides payments to eligible students to attend camps, sports, and excursions. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply and a special consideration category also exists.
- Payment plan options
- State Schools Relief may cover the cost of new school uniforms, shoes, books and more for disadvantaged students. Parents or Carers who require assistance need to make an appointment with the school to discuss their situation.
- Local community supports such as Rotary, Lions Club of Highton, St Vincent de Paul and the Salvation Army provide financial assistance, scholarships, and bursaries to needy families in our

school community. Access to these supports is available through referral from the Student Welfare Coordinator.

- Bellaire Primary School Council runs a Second-hand Uniform sale once per term – uniforms are donated and sold for a gold coin donation to our Student Wellbeing Program. This is then used in various ways to support students from disadvantaged families in our school community, including initiatives such as providing new or used uniforms to students and families, paying for camps & excursions, etc.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Cathy McHenry – Business Manager Ph: 03 5243 5203 Email: bellaire.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.

Please refer to our Refund Policy on our website - bellaireps.vic.edu.au - or by contacting our school office.

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

Yours sincerely,



Suzanne Prendergast

Principal

Ben Craven

School Council President

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.