

November 2022

Dear Parents and Guardians,

2023 School Contributions and Parent Payments

Brandon Park Primary School is looking forward to another great year of teaching and learning and would like to advise you of our parent payment arrangements for 2023.

Brandon Park Primary School is committed to excellence through innovative educational programs to improve student outcomes, put in place to cater for the needs and interests of our students. Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Nevertheless, contributions paid by parents are an essential component of every school's budget. The government funding provided to us **does not enable us** to sustain high quality learning programs and resources for all children, hence the request for additional financial support from families.

Underlying the success and quality of the academic and co-curricular programs available to meet the diverse needs of our students, your voluntary financial support ensures we have the materials and facilities to run programs successfully and enable our students to 'raise the bar.'

Brandon Park Primary School Council, the Leadership Team and the Business Manager set recommended contribution amounts to meet the budgetary requirements of the school. This ensures that the provision of classroom resources, student wellbeing and support programs, maintenance of our buildings and grounds, and upgrades of classroom technology are made available for the benefit and enjoyment of your child(ren), and all other children.

We want to thank you for all your support, whether it be voluntary contributions, fundraising activities or volunteering your time at BPPS. This makes a huge difference to our school and the programs we can offer. Essentially, it is your contributions that allow BPPS to continue to offer the best possible learning programs, support for our students and facilities that give your child opportunities beyond the traditional educational experience.

Within our school this support has allowed us to increase classroom sets of laptop and iPad devices, increased the range and quality of reading texts as well as enhanced classroom libraries, up-to-date technology software and equipment, sophisticated assessment and reporting tools, a wider offering of musical instruments and sporting equipment, maintenance and improvements of our buildings and grounds, and the provision of additional opportunities for students through lunchtime clubs.

For further information on the Department's Parent Payments Policy please see a one-page overview attached. We look forward to having your child return for an exciting year of learning in 2023. To those families new to the school, we warmly welcome you to our school community and look forward to your continuing support.

Yours sincerely,

Kate Buck
Principal

Jo Kobus
School Council President



Brandon Park Primary School

Financial Support for Families

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

- Camps, Sports and Excursions Fund (CSEF), which provides payments for eligible students to attend camps, sports and excursions. Families holding a valid means-tested concession card or temporary foster parents may be eligible for CSEF payments. Application forms for the CSEF are available from the school office. Payments are made directly to the school and are tied to individual students.
- State School Relief (SSR), which offers support for uniforms to families experiencing financial hardship.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements please contact Cindy Sullivan, Business Manager Cindy.Sullivan2@education.vic.gov.au or phone 9560 4423.

For long term financial hardship queries, contact Janice Corbett, Assistant Principal Janice.Corbett@education.vic.gov.au or phone 9560 4423.

Payment Method

All families will need to download a free app called Compass School Manager. We use this portal for school payments, including payments for excursions, school activities, school contributions, etc.

Within the Compass portal, we have two options for making a school contribution payment; either payment is made in full, or a payment plan option is available, with four equal payments. Alternatives such as half-yearly or ten monthly payments are available on request – please contact the Business Manager(s) to arrange this. We can only put one payment plan (4 equal payments) into Compass but we are happy to create an alternative plan.



Refunds

As per the Parent Payments and Voluntary Contributions Policy, refunds are given as credits on family accounts. Alternative arrangements may be considered on a case-by-case basis and must be discussed with the Business Manager.

We sincerely thank you for your support and look forward to the partnership we share in nurturing all the students at Brandon Park Primary School in 2023.

Curriculum Contributions

Overleaf is a list of items which are essential for your child to learn the standard curriculum. Brandon Park Primary School will purchase student supplies on behalf of parents as we value inclusivity and equality among our students to ensure that every student has items with the same specifications and quality. Our school purchases these essential resources in bulk, enabling considerable savings from the school's sizeable buying power and the ability to claim the GST payable versus parents/carers purchasing through third party providers which is the current DET recommendation.

These contributions directly fund a number of important curriculum areas and programs including resources for the shared use of students e.g. technology equipment and software, class sets for vital numeracy manipulatives (MAB, Playing Cards, Trundle wheels, protractors etc.), critical literacy resources (decodable reading books, take home reading books, classroom libraries, dictionaries etc.), the maintenance and repair of musical instruments, replacement of sporting equipment, purchasing of science and visual arts resources, and our Mandarin program. Students will use their Resilience Project Journal to complete a range of mindfulness, gratitude, and social skills activities, imbed our school values, explore Respectful Relationships, and use their diaries for goal setting and reflection, and keeping a reading log. Student journals and diaries will further strengthen the home – school partnership, by encouraging school learning to continue within families.

~ *Embracing the Spirit of Learning* ~

www.bpps.vic.edu.au

Other Contributions

Parent contributions towards the voluntary payments are essential to maintain the quality educational environment that we provide at Brandon Park Primary School. In addition to the Curriculum Contributions parents are strongly encouraged to contribute to these funds, which are listed on Compass Parent Portal as follows: First Aid Contribution - School staff are employed to meet the first aid needs of students at BPPS, for which we receive no government funding.

In addition, the school provides first aid consumables required to treat students and to meet student health needs when at school and offsite. Staff also undertake professional development in CPR, anxiety, asthma and anaphylaxis management on an annual basis. Student/parent communication platform Compass Portal – to ensure communications between school and families are accessible and parent payment options are readily available and streamlined in one portal. School grounds, building & play equipment maintenance and improvements - to ensure that the school can continue to maintain our buildings and grounds to a safe, high standard.

Extra-Curricular Items and Activities

Brandon Park 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 and are not part of the annual Financial Contribution process. Students who choose not to attend these events will remain in class and receive explicit teaching relevant to the curriculum. Details of these items and activities will be provided to students and families throughout the year. For example: Opt-in sporting opportunities throughout the year such as the Cross Country, Athletic Sports, SSV Sport (District, Regional, State) competitions, camping program for our Year 3 - Year 6 students and incursions/excursions. Payment for these charges will be required directly through Compass prior to the event.

2023 School Contributions		Annual Amount per STUDENT
CURRICULUM CONTRIBUTIONS		
<ul style="list-style-type: none"> Stationery Pack Technology equipment and software, online subscriptions Classroom consumables, materials and equipment Resilience Project Journal Diary Headphones Specialist program consumables for Art, Science, Physical Education, Mandarin and Music Educational software subscriptions – e.g. Essential Assessments, Twinkl, Bookmark Photocopying/printing/paper – provided by school in lieu of textbooks and resources Reference materials and classroom equipment to enhance our curriculum programs 		\$400
OTHER CONTRIBUTIONS		
<ul style="list-style-type: none"> First Aid resourcing & student – parent communication platform (Compass Portal) School grounds, building & play equipment maintenance and improvements 		\$ 20 \$ 30
EXTRA-CURRICULAR ITEMS AND ACTIVITIES – amounts to be determined as events, activities, camps and incursions/excursions occur throughout the year		
ITEM		Item Amount
Curriculum Contributions		\$400
Other Contributions		\$ 50
Total Contributions		\$450

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.