

# ST KILDA PARK PRIMARY SCHOOL

68 FITZROY STREET, ST KILDA  
MELBOURNE VIC 3182

PHONE: (03) 8598 6444  
ABN: 22 082 694 131  
School email: st.kilda.park.ps@education.vic.gov.au  
Principal email: neil.scott@education.vic.gov.au



February 2022

Dear SKiPPS parent/guardian,

## Year 5/6 Curriculum Contributions, Extra-Curricular Items and Activities and Other Contributions 2022

St Kilda Park Primary School is looking forward to another great year of teaching and learning and would like to advise you of our parent 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, all government schools require and request an annual contribution to cover the cost of essential learning items and we appreciate the ongoing support of our families in making this payment to ensure that our school can offer the best possible education and support for our students.

The **Curriculum Contribution** we ask you to pay is to provide class requisites (stationery, texts books, equipment, online subscriptions) for your child to use daily in the classroom. At other schools parents are issued with a book list and asked to source these resources themselves, however SKiPPS chooses to purchase everything your child needs throughout the year in bulk at discounted prices. This allows us to keep parent contributions below what is asked by other schools and provide consistency of materials that all students can access.

This Curriculum Contribution also includes the cost of excursions/incursions and other activities or services that the school deems essential to student learning of the standard curriculum (eg. Year 3/4 Kitchen Garden etc). Families will be informed in advance with a notice when all activities are conducted throughout the year.

All government schools also rely on **Other Contributions** from families in order to provide additional activities, equipment, resources, materials, services and building maintenance to broaden and enrich your child's time at our school. For 2022 we are requesting a general contribution amount of \$100. Also for the first time we have tax-deductible funds set up for our school Library and our Building Fund and we are requesting donations of \$50 for each fund. Contributions made into these funds are classed as fully tax deductible and we will issue you with a receipt to present to your accountant at the end of the tax year. SKiPPS is very grateful for this generosity. It's part of what makes St Kilda Park Primary School such a special community.

Finally, we draw your attention to **Extra-Curricular Items and Activities**. We do not ask for payment up-front for these but rather ask you to pay if you would like your child to take part. This includes non-compulsory things like school photos, the Maths Talent Quest, District sports events or private individual music tuition.

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

Yours sincerely,

Neil Scott  
Principal

Mathew Saliba  
School Council Treasurer

## Parent payment schedule – Year 3/4

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
Foundation classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>Exercise books, stationery, paper, art materials, etc</li> </ul>	\$183
Foundation Online Subscriptions <ul style="list-style-type: none"> <li>Mathletics, Seesaw, Essential Assessment</li> </ul>	\$32
Year 5/6 activities <ul style="list-style-type: none"> <li>Activities that all students are expected to attend such as: excursions, incursions, school sports, sporting activities, gala days including travel and entry fees.</li> </ul>	\$280
<b>Total Amount</b>	<b>\$495</b>

<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
General contribution	\$100
<b>Tax deductible contributions</b>	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$50
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$50
<b>Total Amount</b>	<b>\$200</b>

### Extra-Curricular Items and Activities

The 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.

<b>Extra-Curricular Items and Activities</b> (‘Pay as you go’ throughout the year)	<b>Amount</b>
Swimming program (23rd May – 6th June)	\$20 TBC
School Camp – Canberra 7 <sup>th</sup> – 11 <sup>th</sup> March	Approx. \$750
School photos (paid directly to the photographer)	Various
Extra-curricular programs or activities and entry into competitions such as instrumental music tuition, orchestra, rock band, coding club, chess club, tennis, soccer, basketball	Various
<b>Total Extra-curricular Items and Activities</b>	<b>Various</b>

## Total Parent Payment requested

Category	Amount
Curriculum Contributions	\$495
Other Contributions	\$200
Extra-Curricular Items and Activities	Various (paid throughout year)
<b>Total Contributions</b>	<b>\$695</b>

## Financial Support for Families

St Kilda Park 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) for parents with a valid, means tested Healthcare or Pensioner Concession Card, please ask office for an application form.
- Offering payment to be made in two instalments, the first payment (50%) in Term 1, the second payment (50%) in Term 3. Further payment options as negotiated with the Principal.
- The school will ask for any families in hardship to contact the school immediately.
- Staff and the school community who identify families in hardship are asked to contact the Principal immediately. The Principal will then make contact with the family.

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

Neil Scott Ph: 03 8598 6444 | Email: [neil.scott@education.vic.gov.au](mailto:neil.scott@education.vic.gov.au)

## Payment methods

- **Compass (preferred method of payment) - Through the parent payment portal on the SKiPPS website <http://www.skipps.vic.edu.au/>**  
**Click on the Compass link and enter your username and password. NOTE: Please keep your log in details in a safe place for future use.**
- BPAY - Please use BPAY payment details that may be saved in your bank account from previous years, or for new families, please request your BPay details from the school office.
- Credit Card – Payment details can be entered via Compass (see above Compass; preferred method of payment) or contact the school office.
- Cash/Cheque - Please pay at the school office.

## 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.