



Petronella Ave, Wheelers Hill 3150  
Email: [jells.park.ps@education.vic.gov.au](mailto:jells.park.ps@education.vic.gov.au)  
Web: [www.jppe.vic.edu.au](http://www.jppe.vic.edu.au)  
Telephone 9560 6494

2 November 2022

## Parent Contributions 2023 – Level 5

Dear parent/guardian,

Jells Park Primary School is looking forward to another great year of teaching and learning and would like to advise you of your voluntary financial contributions for 2023.

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 is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to offer a wider range of programs and special curriculum experiences; enhanced digital learning opportunities; the upgrade of our teaching and learning resources within the classroom; improved buildings and grounds for your children as well as the provision of a Welfare Officer for 2022/23.

For 2023 the School Council has approved a move to outsourcing the purchase of student book/stationery supplies to a third-party stationery supplier, ensuring all students receive the same items, whilst allowing us to utilise the supplier's bulk order purchasing prices. We believe that this will provide choice and flexibility to students and parents, particularly in the senior classes. It is also much more sustainable as we are not stockpiling materials at school and families are encouraged to reuse resources from year to year.

We acknowledge that the total for contributions and Bookpacks is slightly higher than 2022, on average about 5% increase. This is primarily due to the inclusion of a new software licence (Soundwaves) and price increases across the board for materials and resources.

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

We look forward to your continued support. Please don't hesitate to contact the office if you have any further enquiries about these financial contributions.

Yours sincerely,

Kevin Oakey  
PRINCIPAL

Chris Turner  
School Council President



**Jells Park**  
Primary School

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<b>Curriculum Contributions – Level 5</b> Items and activities that students use, or participate in, to access the Curriculum		Suggested Contribution
<b>Educational Contributions:</b>  <b>Literacy</b>  <b>Numeracy</b>  <b>STEM</b>  <b>Computer Technology</b>	<p>This contribution funds important curriculum resources for the shared use of students within the classroom including class sets of maths equipment, crucial literacy resources as well as resources for all other curriculum areas eg; take home readers, dictionaries and MAB blocks games, and counting and measuring tools.</p> <p>It allows us to enhance the STEM, Inquiry and SEL programs by providing cooking supplies, inclusive experiences and up to date IT software and Robotics equipment eg; Mathletics, Soundwaves, Reading Eggs and Coding Monkey.</p>	\$150
<b>Specialist Contributions:</b>  <b>Visual Arts</b>  <b>PE &amp; Sporting Equipment</b>  <b>Performing Arts</b>  <b>LOTE - Mandarin</b>	<p>This contribution funds all of our Specialist programs and provides materials your child gets to take home in art and the classroom including craft paper, glitter, paint, clay, cardboard, wool etc.</p> <p>Physical activity is vital to a child’s physical and mental wellbeing. PE is where they can develop leadership skills, build connections, learn sportsmanship and build confidence. The purchase of equipment for this program is vital.</p> <p>In Performing Arts students are exposed to all aspects of drama, music and dance. Contributions support the purchase of new equipment and maintenance of existing instruments and recording equipment.</p> <p>Resources for Mandarin are also included in this contribution.</p>	\$40

<b>Other Contributions – Level 5</b> For non-curriculum items and activities		Suggested Contribution
<b>Student Wellbeing</b>	This contribution will support the employment of a part-time Student Welfare Officer and contribute to the whole wellbeing programs SWPB and specific support to students in need. It also provides for the continued availability of the D-Paws program (Ziggy).	\$50
<b>Building and Grounds</b>	This contribution will allow for the maintenance and further development of our school grounds and facilities, experiential play equipment and sensory garden installation. In 2023 this will support the addition of further garden seating, new play equipment, our veggie garden and grounds improvements via working bees.	\$50
<b>First Aid</b>	First Aid is crucial in schools. The majority of our staff are Level 2 First Aid trained and confident in dealing with injuries. This contribution is to assist with the ongoing training of staff across a range of conditions and the purchase of first aid consumables for our busy sick bay.	\$20



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Tax deductible contributions – Level 5		Suggested amount
<b>Building fund</b>	A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. This includes carpets, concreting, painting, air conditioners and other items identified throughout each year.	\$50
<b>Library Fund</b>	A tax-deductible contribution to support the purchase of books, supplies and equipment to allow our library to continue to provide a valuable resource for students. It also contributes to the ongoing leasing of ICT equipment for our ICT lab, classroom laptops sets and computer servers as well as our operational software and equipment.	\$80

#### Educational items for students to own

In 2023 the purchase of student book and stationery supplies will be made available for parents to purchase as a combined book and stationery pack for Foundation to Level 2. This ensures that every student has items with the same specifications and quality requested by the school. Level 3-6 families will have the option to purchase the book pack, which we strongly recommend for all students, with an optional stationery pack directly from our preferred supplier. If Level 3-6 families choose to provide the stationery items for their child, please ensure you refer to the list provided on the website to ensure your student has all items suggested.

By purchasing through the stationery supplier, we can offer considerable savings to parents/carers due to the school's sizable buying power.

If you have any queries about this process please have a conversation with the Business Manager.

**ROSS Office Supplies is our preferred supplier. The Level 5 Book Pack is costed at \$9.25 and the Stationery Pack is costed at \$22.55 totalling \$31.80 and these can be purchased via the portal following the instructions on the attached flyer.**

#### Extra-Curricular Items and Activities – provided on a user-pays basis

Jells Park Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students that are above and beyond what the school provides to deliver the Curriculum.

Extra-Curricular Items and Activities	Amount
Optional camps, excursions/incursions, sport activities and swimming will be offered throughout the year. These are provided on a user pays basis.  The cost of extra-curricular items and activities will be advised in advance of each event.	As advised



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### Financial Support for Families

Jells 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)
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities
- Allocation or loan of supplies/equipment for use at school

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

Jo-Anne Hoare, Business Manager

Ph: 03 9560 6494 | Email: [jo-anne.hoare@education.vic.gov.au](mailto:jo-anne.hoare@education.vic.gov.au)

### Total Payment

Category	Totals
Curriculum Contributions	\$
Other Contributions <i>(Non-tax deductible)</i>	\$
<i>(Tax-deductible)</i>	\$
<b>Total</b>	\$

### Payment methods

Contribution payments can be made via the Qkr payment App.

Please select your child's profile and complete the payment by 15 February 2023.



### 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 Payments 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.

## 2023 STUDENT BOOK PACKS

Open for ordering **Wednesday 2 November 2022**

Last day for ordering **Wednesday 30 November 2022\***

### ORDER ONLINE



- 1. Go to Booklist Website** [booklist.officebrands.com.au/croydon](http://booklist.officebrands.com.au/croydon)
  - Enter School Access Code: **curlycorn28**
  - Select: [Create an Order](#)
  - [OR Scan QR code if using mobile phone](#)
- 2. Enter Details** (Separate orders are required for each student but with single payment on completion.)
  - Enter your child's name and select their year level for **2023**.
- 3. Create your order**
  - Foundation – Level 2 students have one complete book & stationery pack
  - Level 3-6 students have a separate book pack and stationery pack.  
*We strongly recommend ALL Level 3-6 students purchase the [book pack](#) to ensure they have what is required for the year. [Stationery packs](#) are optional to allow families to use existing supplies or purchase elsewhere.*
  - If you wish to order a stationery pack tick the 'Stationery Pack' subject
  - When finished, click on [Add order to Cart](#)
  - Review your order; (click on [Edit Order](#) if required)
  - Select [Checkout](#) or [Add Another Student](#)
- 4. Checkout**
  - Enter your details.
  - Delivery/Collection Details - select 'Collect at School (pay now)\*' from drop down menu.
  - Click [Next](#).

*\*BOOK PACKS WILL BE HANDED TO STUDENTS ON THE FIRST DAY OF TERM 1 2023*

- 5. Select payment type and submit your order**

An order confirmation will be sent to the email address on your order.

### **IMPORTANT INFORMATION**

*If you are experiencing financial hardship please contact Jo-Anne Hoare, Business Manager on 9560 6494 by Friday 25 November 2022 to arrange your book pack order.*

*\*Late orders will be accepted after 30 November 2022 but will incur a \$15 late fee and packs may not be available for the start of school so [please do not delay](#).*

**We are here to help. Any problems just call us on 03 9839 8400**

Booklists by ROSS OFFICE SUPPLIES: 11 Lacey Street, Croydon, VIC 3136