



HELP FOR NON-ENGLISH SPEAKERS

IF YOU NEED HELP TO UNDERSTAND THE INFORMATION IN THIS POLICY, PLEASE CONTACT SHAUN WELLS PRINCIPAL ON (03) 9481 0009.

## 2024 Parent Payment Arrangement

Dear Northcote Parents and Carers,  
Northcote Primary School is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions for 2024.

Schools provide students with free instruction to fulfil the standard curriculum and we want to assure you that all contributions are voluntary. Nevertheless, while the Department of Education funds a standard curriculum program, many of the highly valued programs and resources provided by Northcote Primary School go above and beyond this funding and could not be provided without the crucial financial support of our families whose children benefit.

We want to thank you for all your ongoing support. Your financial contributions continue to make a significant impact on the programs we offer and the education of our students. The ongoing support of our families ensures that our school can offer the best possible education for our students, supporting our school to provide the programs, resources, and materials to foster robust learning outcomes and enriching educational experiences.

At Northcote Primary School the financial contribution will support us to enhance our digital learning opportunities, increase classroom resources and upgrade curriculum equipment, including numeracy, literacy, science, and technology resources. Within our school this support has allowed us to organise and coordinate the best possible programs outside of the standard curriculum and learning structure which in turn, supports the standard subjects of Reading, Writing and Mathematics. All these programs running alongside the traditional classroom teaching and learning programs are imperative to be able to provide an effectively balanced and rigorous overall education for your child.

As highlighted in the Department of Education's (DE) Parent Payments Policy (please see the one-page overview linked to this document) there are three categories for parent payment requests and these are outlined below, this document is also located on the Northcote Primary School website.

**Curriculum Contributions:** Curriculum Contributions are voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

**Other Contributions:** Other Contributions are voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

**Extra-Curricular Items and Activities:** Extra-Curricular Items and Activities are 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. Extra-Curricular Items and Activities are provided on a user-pays basis. They include optional excursions and camps, optional sporting or music programs, and materials that don't relate to the curriculum such as school magazines.



# Northcote Primary School

33 Helen Street Northcote Vic 3070  
Email [northcote.psi@education.vic.gov.au](mailto:northcote.psi@education.vic.gov.au)  
Website [www.northcote.psi.vic.edu.au](http://www.northcote.psi.vic.edu.au)  
Ph (03) 9481 0009

At Northcote Primary School we make every effort to keep the cost of items and activities affordable for all parents, the total cost for the 2024 School Year for curriculum contributions is \$350.00.

The School Council of Northcote Primary School determines the parent payments each year in line with the Victorian DE guidelines. Parent payments are requested to enhance the educational opportunities for our students, and further enrich the learning and teaching programs. Parent contributions in all forms are highly valued by our school community as they ensure our students can access a broad range of learning opportunities.

Yours sincerely,

Shaun Wells  
Principal

Yours sincerely,

Jo Pitt  
School Council President

**Respect Collaboration Community**



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><b>Classroom Consumables (materials and equipment, including back to schoolbook pack)</b></p> <p>These items will be used throughout the year by your child. Please note that all students will receive individual boxes with their necessary materials and resources required. The individual boxes will be delivered to the school during January 2024 prior to the students commencing, this will enable your child to have their supplies ready for their first day back at school.</p> <p>These items include:</p> <ul style="list-style-type: none"><li>• Numeracy – numeracy blocks, calculators, grid books, stationary, maths kits</li><li>• Literacy – book boxes, class sets, novels, readers, classroom materials</li><li>• Classroom materials - pens, pencils, textas, glue sticks, writing, graph and scrapbooks, highlighters, post-it notes, folders, display books, scissors, rulers, whiteboards, headphones, F-2 Home Reading.</li><li>• Art – paint, crayons, canvas, glitter, coloured paper, glue, card, wool, clay, pottery</li><li>• Science – materials and supplies for experiments, books shared classroom materials.</li><li>• Sports/Physical Education – equipment, ribbons, materials</li><li>• Italian – books, pens, markers, and folders</li><li>• Library – books, subscriptions</li><li>• Bulk items - Coloured paper, cardboard, stickers, post-it notes, whiteboard markers, laminating sheets purchased during the year.</li><li>• Printing and Photocopying of learning materials</li></ul>	\$250.00
<p><b>Online Subscriptions and ICT Applications</b></p> <p>Including:</p> <ul style="list-style-type: none"><li>• Compass</li><li>• Reading Eggs (Prep – 2)</li><li>• Mathematics – whole school</li><li>• Story Box Library</li><li>• Essential Assessment – Literacy (Prep - 6)</li><li>• Essential Assessment – Numeracy (Prep - 6)</li><li>• Talking the talk</li><li>• SREAMS (SPA)</li><li>• Cyber Safety</li></ul>	\$60.00
<p><b>ICT Infrastructure and provisions of devices</b></p> <ul style="list-style-type: none"><li>• Provisions of shared devices (setup and ongoing maintenance)</li><li>• Class Interactive whiteboards</li></ul>	\$40.00
<b>Total Amount</b>	<b>\$350.00</b>



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Other Contributions - for non-curriculum items and activities	Amount
First Aid and equipment	\$ 10.00
<b>Total Amount</b>	<b>\$ 10.00</b>
<b>Tax deductible contributions for School Grounds maintenance and improvements or the Library Fund please contact the school for the Bank Details and a tax-deductible receipt will be issued once the deposit has been made.</b>	
<ul style="list-style-type: none"><li>Northcote Primary School – Building Fund</li></ul> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure	\$ 50.00
or	
<ul style="list-style-type: none"><li>Northcote Primary School – Library Fund</li></ul> A tax-deductible contribution toward the acquisition of books for the School Library and other costs associated with the School Library	\$ 50.00
<b>Total Amount</b>	<b>\$</b>



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## Educational items for students to own Curriculum Contributions

Families wishing to purchase these items themselves can contact the school office for a list of recommended items.

## Extra-Curricular Items and Activities

Northcote 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 to deliver the Curriculum. These are provided on a user-pays basis. Early in the 2024 School year an overview of extra-curricular activities with, where possible, estimated cost will be communicated to all families. Involvement in extra-curricular activities will be arranged via Compass, so that parents/carers can provide consent using an online permissions form and pay for the event all on one platform. This allows for a more streamlined process.

## Other Contributions

Other contributions are voluntary financial contributions for non-curriculum items and activities that relates to the schools' functions.

## Financial Support for Families

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

- the Camps, Sports, and Excursions Fund
- State Schools Relief – which is available to support families in need with devices and uniform
- Flexible Payment Arrangements

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

Caterina Carnovale (Business Manager) or Shaun Wells (Principal)

Phone: 03 9481 0009

Email [caterina.carnovale@education.vic.gov.au](mailto:caterina.carnovale@education.vic.gov.au)

or [shaun.wells@education.vic.gov.au](mailto:shaun.wells@education.vic.gov.au)

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Category	Totals
Curriculum Contributions	\$ 350.00
Other Contributions ( <i>Non-tax deductible</i> )	\$ 10.00
Tax deductible contributions (Please contact the school for bank details) ( <i>Tax-deductible</i> )	\$
Extra-Curricular Items and Activities at Northcote Primary School are charged Via Compass for Camps and Excursions during the year.	

## Payment Methods

Northcote Primary School's preferred method of payment is via the Compass parent portal. Where families choose not to use the Compass portal, they can make payment at the school office in person with Cash/EFTPOS. Please do not hesitate to contact the school's office should you require to set up a more individualised payment plan.

## 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 reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department Parent Payment Policy and Guidance, Financial Help for Families Policy, and any other relevant information.

For Further information on the Departments Parent Payments Policy please see the below a one-page overview or visit

[www2.education.vic.gov.au/pal.parent-payment/resources](http://www2.education.vic.gov.au/pal.parent-payment/resources)



**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.

