



Surfside Primary School

31-65 John Dory Drive,
P. O. Box 749
Ocean Grove Victoria 3226
Tel: (03) 5256 1411

E-mail: surfside.ps@education.vic.gov.au

22nd October 2025

Dear Parents and Guardians,

Surfside Primary School is looking forward to another great year of teaching and learning, and would like to advise you of Surfside Primary School's parent payment arrangements for 2026.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. Surfside Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents, where contributions are required.

Surfside Primary is a non-profit organisation. All of the monies received and/or raised by the school are used to finance learning programs and to maintain and develop our school buildings and grounds. The difference between funds provided by the Department of Education and Training through our Student Resource Package and those required for this school to operate to the high standard that we expect, leaves a shortfall which our School Council attempts to raise through School Council Voluntary Contributions and other local activities (e.g., interest, fundraising, commissions, etc.)

We recommend that students have their own stationery throughout the year; items listed, in order to maximise participation in the learning opportunities presented.

Our classroom teachers carefully prepare items that form our stationery offered for purchase. Each year level reflects the items that can best support the delivery of their planned program.

We have negotiated the best price for quality supplies, ease of purchase, guaranteed delivery date, and ready in the classrooms for the beginning of the school year.

Parents/guardians are also able to purchase items independently from other suppliers, and we ask that the items are to be the equivalent of items shown on the booklist. We ask that you indicate your intention via a link that will be made available on Compass.

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

Your financial support enables us to provide a wide range of programs and enhance our resources, such as Digital Technologies and our fantastic Kitchen Garden, LOTE, and Art programs. These contributions allow us to provide resources and activities that are not otherwise provided for through the Department's Student Resource Package.

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.

Regards,

Peter Walsh
Principal

Sabrina Lunn
School Council President

Parent Payment Arrangements for 2026 Foundation

Curriculum Contributions - items and activities that students use, or participate in	Amount
Classroom consumables – items purchased in bulk. Art – paint & craft materials STEM – chemicals and shared materials Library – books and subscriptions LOTE – Indonesian workbooks and shared classroom materials Swimming and Water Safety – Entrance to Pool for a 2 week program	\$80.00 \$58.00
ICT Devices – provision of devices, applications and maintenance of the shared classroom sets of ipads and technology, for Foundation to Year 3.	\$10.00
Foundation Online Subscriptions <ul style="list-style-type: none"> Mathematics Online Interview (Free) – Targeted Maths tool <i>Story Box Library</i> \$3.00 Nessy Learning - Educational Literacy Based Activities \$10.00 Book Creator – Creative stories \$6.00 	\$19.00
Communication - the provision of Compass communication, including 'Push Notification' news and attendance SMS messaging to families	\$5.00
Educational items for students to own: These stationery lists have been put together by the teachers and include the majority of your child's requirements for the year. This pack will be ordered for your child and delivered directly to their classroom – saving you time and money (10%) whilst receiving premium brands. If you wish to purchase elsewhere, please let the school know and collect an itemised stationery list before the end of Term 4 2025.	\$80.00
Total Amount	\$252.00
Other Contributions - for non-curriculum items and activities	
Student Wellbeing Support & Programs (Suggested \$30.00 per family)	\$
Kitchen Garden Program - Grounds maintenance and improvements (Suggested \$30.00 per family)	\$
Tax deductible contributions:	
Building Fund - A tax-deductible contribution to support renovations, upgrades, and maintenance of our School Kitchen. (Suggested \$30.00 per family)	\$

Extra-Curricular Items and Activities

Surfside 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. These can be paid at the time of the event via Compass.

Extra-Curricular Items and Activities – Approximate costs only	Amount
Museum of Art & Play (MoPA)	\$32.00
Barwon Coast care / Rockpool Ramble	Free
Incursions x 2 @\$10	\$20.00
Fresh Food Fair Fundraiser – Rides Wristband	\$40.00
End of Year – Village Cinemas	\$31.00

Parent Payment Arrangements for 2026 Year 1

Curriculum Contributions - items and activities that students use, or participate in	Amount
Classroom consumables – items purchased in bulk. Art –paint & craft materials STEM – chemicals and shared materials Library – books and subscriptions LOTE – Indonesian workbooks and shared classroom materials PE/Sports - materials, ribbons, membership to District Sports & Sports Vic. Swimming and Water Safety – Entrance to Pool for a 2 week program	\$80.00 \$58.00
ICT Devices – provision of devices, applications, and maintenance of the shared classroom sets of iPads and technology, for Foundation to Year 3.	\$10.00
Year 1 Online Subscriptions <ul style="list-style-type: none"> Mathematics Online Interview (Free) – Targeted Maths tool Nessy Learning - Educational Literacy Based Activities \$10.00 Story Box Library \$3.00 Book Creator – Creative stories \$6.00 	\$19.00
Communication - the provision of Compass communication, including 'Push Notification' news and attendance SMS messaging to families	\$5.00
Educational items for students to own: These stationery lists have been put together by the teachers and include the majority of your child's requirements for the year. This pack will be ordered for your child and delivered directly to their classroom – saving you time and money (10%) whilst receiving premium brands. If you wish to purchase elsewhere, please let the school know and collect an itemised stationery list before the end of Term 4 2025.	\$61.00
Total Amount	\$233.00

Other Contributions - for non-curriculum items and activities	
Student Wellbeing Support & Programs (Suggested \$30.00 per family)	\$
Kitchen Garden Program - Grounds maintenance and improvements (Suggested \$30.00 per family)	\$
Tax deductible contributions:	
Building Fund - A tax-deductible contribution to support renovations, upgrades, and maintenance of our School Kitchen. (Suggested \$30.00 per family)	\$

Extra-Curricular Items and Activities

Surfside 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. These can be paid at the time of the event via Compass.

Extra-Curricular Items and Activities – Approximate costs only	Amount
Marine Discovery Centre	\$30.00
Incursions x 2 @\$10	\$20.00
Fresh Food Fair Fundraiser – Rides Wristband	\$40.00
End of Year – Village Cinemas	\$31.00



Parent Payment Arrangements for 2026 Year 2

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables – items purchased in bulk. Art –paint & craft materials STEM – chemicals and shared materials Library – books and subscriptions LOTE – Indonesian workbooks and shared classroom materials PE/Sports - materials, ribbons, membership to District Sports & Sports Vic. Swimming and Water Safety – Entrance to Pool for a 2 week program	\$80.00 \$58.00
ICT Devices – provision of devices, applications, and maintenance of the shared classroom sets of iPads and technology, for Foundation to Year 3.	\$10.00
Year 2 Online Subscriptions <ul style="list-style-type: none"> Mathematics Online Interview (Free) – Targeted Maths tool Nessy Learning - Educational Literacy Based Activities \$10.00 Story Box Library \$3.00 Book Creator – Creative stories \$6.00 	\$19.00
Communication - the provision of Compass communication, including 'Push Notification' news and attendance SMS messaging to families	\$5.00
Educational items for students to own: These stationery lists have been put together by the teachers and include the majority of your child's requirements for the year. This pack will be ordered for your child and delivered directly to their classroom – saving you time and money (10%) whilst receiving premium brands. If you wish to purchase elsewhere, please let the school know and collect an itemised stationery list before the end of Term 4 2025.	\$54.00
Total Amount	\$226.00
Other Contributions - for non-curriculum items and activities	
Student Wellbeing Support & Programs (Suggested \$30.00 per family)	\$
Kitchen Garden Program - Grounds maintenance and improvements (Suggested \$30.00 per family)	\$
Tax deductible contributions:	
Building Fund - A tax-deductible contribution to support renovations, upgrades, and maintenance of our School Kitchen. (Suggested \$30.00 per family)	\$

Extra-Curricular Items and Activities

Surfside 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. These can be paid at the time of the event via Compass.

Extra-Curricular Items and Activities – Approximate costs only	Amount
Excursions x 2 @ \$40	\$80.00
Incursions x 2 @\$10	\$20.00
Fresh Food Fair Fundraiser – Rides Wristband	\$40.00
End of Year – Village Cinemas	\$31.00

Parent Payment Arrangements for 2026 Year 3

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables – items purchased in bulk. Art – paint & craft materials STEM – chemicals and shared materials Library – books and subscriptions LOTE – Indonesian workbooks and shared classroom materials Sports – materials, ribbons, membership to District Sports & Sports Vic.	\$80.00
Kitchen Program Consumables	\$30.00
Swimming and Water Safety – Entrance to Pool for a 2-week program	\$58.00
ICT – provision of devices, applications, and maintenance of the shared classroom sets of iPads and technology, for Foundation to Year 3. OR Student-owned iPad – Technical support and JAMF – Device management Year 3 Online Subscriptions <ul style="list-style-type: none"> • Essential Assessment \$15.00 – Targeted Maths and Literacy Program • Nessy Learning - Educational Literacy Based Activities \$10.00 • <i>Story Box Library</i> \$3.00 • Book Creator – Creative stories \$6.00 • Timetables Rock Stars & NumBots (Free) • iTunes Apps Targeting Maths & Literacy \$10.00 	\$53.00
Communication - the provision of Compass communication, including 'Push Notification' news and attendance SMS messaging to families	\$5.00
Educational items for students to own: These stationery lists have been put together by the teachers and include the majority of your child's requirements for the year. This pack will be ordered for your child and delivered directly to their classroom – saving you time and money (10%) whilst receiving premium brands. If you wish to purchase elsewhere, please let the school know and collect an itemised stationery list before the end of Term 4 2025.	\$52.00
Total Amount	\$278.00

ICT iPad Program Yrs 3-6 2026 – Phase Out of BYOD (2026-2028)

In 2026, Surfside Primary will continue the use of iPads as part of our ICT (Information and Communication Technology) strategy for students in Grades 3–6.

As part of this strategy, the **Bring Your Own Device (BYOD) program will begin to be phased out from 2026**, starting with **Year 3**. From 2026 onwards, **families of students entering Year 3 and new students enrolling in Years 4–6 will no longer be required to provide their own iPad** for school use, as the school transitions to supplying devices as part of our ICT program.

Further information is available in our ICT Agreement.

Other Contributions - for non-curriculum items and activities	
Student Wellbeing Support & Programs (Suggested \$30.00 per family)	\$
Kitchen Garden Program - Grounds maintenance and improvements (Suggested \$30.00 per family)	\$
Tax deductible contributions:	
Building Fund - A tax-deductible contribution to support renovations, upgrades, and maintenance of our School Kitchen. (Suggested \$30.00 per family)	\$

Extra-Curricular Items and Activities

Surfside 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. These can be paid at the time of the event via Compass.

Extra-Curricular Items and Activities – Approximate costs only These can be paid at the time of the event via Compass	Amount
Melbourne Museum & Parliament House	\$50.00
Athletics, Inter school sports, and Cross Country	\$30.00
Incursions x 2 @\$15 (e.g. Science Discovery Dome, Crazy Chemicals)	\$30.00
Marine Discovery Centre	\$30.00
Fresh Food Fair Fundraiser – Rides Wristband	\$40.00
End of Year Celebration	\$30.00

Parent Payment Arrangements for 2026 Year 4

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables – items purchased in bulk. Art – paint & craft materials STEM – specialist supplies, chemicals and shared materials Library – books and subscriptions LOTE – Indonesian workbooks and shared classroom materials PE/Sports - materials, ribbons, membership to District Sports & Sports Vic. Kitchen Program Consumables	\$80.00 \$30.00
Swimming and Water Safety – Entrance to Pool for a 2-week program	\$58.00
ICT – provision of devices, applications, and maintenance of the shared iPads and technology, across Years 4 to 6 as BYOD is phased out from 2026. OR Student-owned iPad – Technical support and JAMF – Device management Year 4 Online Subscriptions <ul style="list-style-type: none"> • Essential Assessment \$15.00 – Targeted Maths and Literacy Program • <i>Story Box Library</i> \$3.00 • Book Creator – Creative stories \$6.00 • Time Tables Rock Stars & NumBots (Free) • JAMF – Device management \$9.00 • iTunes Apps Targeting Maths & Literacy \$10.00 	\$43.00
Communication - the provision of Compass communication, including 'Push Notification' news and attendance SMS messaging to families	\$5.00
Educational items for students to own: These stationery lists have been put together by the teachers and include the majority of your child's requirements for the year. This pack will be ordered for your child and delivered directly to their classroom – saving you time and money (10%) whilst receiving premium brands. If you wish to purchase elsewhere, please let the school know and collect an itemised stationery list before the end of Term 4 2025.	\$58.00
Total Amount	\$274.00

ICT iPad Program Yrs 3-6 2026 – Phase Out of BYOD (2026-2028)

In 2026, Surfside Primary will continue the use of iPads as part of our ICT (Information and Communication Technology) strategy for students in Grades 3–6.

As part of this strategy, the **Bring Your Own Device (BYOD) program will begin to be phased out from 2026**, starting with **Year 3**. From 2026 onwards, **families of students entering Year 3 and new students enrolling in Years 4–6 will no longer be required to provide their own iPad** for school use, as the school transitions to supplying devices as part of our ICT program.

Students currently in **Years 4–6 who already have their own iPad are welcome to continue bringing their own device for use it at school**. Technical support will continue to be provided for these devices. If a student does not bring their personal iPad, a school-supplied iPad will be available for classroom use.

Further information is available in our ICT Agreement.

Other Contributions - for non-curriculum items and activities	
Student Wellbeing Support & Programs (Suggested \$30.00 per family)	\$
Kitchen Garden Program - Grounds maintenance and improvements (Suggested \$30.00 per family)	\$
Tax deductible contributions:	
Building Fund - A tax-deductible contribution to support renovations, upgrades, and maintenance of our School Kitchen. (Suggested \$30.00 per family)	\$

Extra-Curricular Items and Activities

Surfside 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. These can be paid at the time of the event via Compass.

Extra-Curricular Items and Activities – Approximate costs only These can be paid at the time of the event via Compass	Amount
Excursions x 2 @ \$40	\$80.00
Athletics, Inter-school sports, and Cross Country	\$30.00
Grade 4 Camp – Camp Burnside (Angelsea) Term 2: 10-12 June 2026	\$380.00
Incursions x 2 @\$10	\$20.00
Fresh Food Fair Fundraiser – Rides Wristband	\$40.00
End of Year Celebration	\$30.00

Parent Payment Arrangements for 2026 Year 5

Curriculum Contributions - items and activities that students use, or participate in.	Amount
Classroom consumables – items purchased in bulk. Art – paint & craft materials for art including drawing & painting materials, oil pastels, charcoal, acrylic paints, glue, pens, craft paper, clay, inks etc STEM – chemicals and shared materials, demonstrations and 3D printing Library – books and subscriptions LOTE – Indonesian workbooks and shared classroom materials PE/Sports - materials, ribbons, membership to District Sports & Sports Vic.	\$80.00
Kitchen Program Consumables	\$30.00
Swimming and Water Safety program – Entrance to Pool for a 2 week program	\$58.00
ICT – provision of devices, applications, and maintenance of the shared iPads and technology, across Years 4 to 6 as BYOD is phased out from 2026. OR Student-owned iPad – Technical support and JAMF – Device management Year 5 Online Subscriptions <ul style="list-style-type: none"> • Essential Assessment \$15.00 – Targeted Maths and Literacy Program • Book Creator – Creative stories \$6.00 • Time Tables Rock Stars & NumBots (Free) • JAMF – Device management \$9.00 • iTunes Apps Targeting Maths & Literacy \$10.00 	\$40.00
Communication - the provision of Compass communication, including 'Push Notification' news and attendance SMS messaging to families	\$5.00
Educational items for students to own: These stationery lists have been put together by the teachers and include the majority of your child's requirements for the year. This pack will be ordered for your child and delivered directly to their classroom – saving you time and money (10%) whilst receiving premium brands. If you wish to purchase elsewhere, please let the school know and collect an itemised stationery list before the end of Term 4 2025.	\$53.00
Total Amount	\$266.00

ICT iPad Program Yrs 3-6 2026 – Phase Out of BYOD (2026-2028)

In 2026, Surfside Primary will continue the use of iPads as part of our ICT (Information and Communication Technology) strategy for students in Grades 3–6.

As part of this strategy, the **Bring Your Own Device (BYOD) program will begin to be phased out from 2026**, starting with **Year 3**. From 2026 onwards, **families of students entering Year 3 and new students enrolling in Years 4–6 will no longer be required to provide their own iPad** for school use, as the school transitions to supplying devices as part of our ICT program.

Students currently in **Years 4–6 who already have their own iPad are welcome to continue bringing their own device for use it at school**. Technical support will continue to be provided for these devices. If a student does not bring their personal iPad, a school-supplied iPad will be available for classroom use.

Further information is available in our ICT Agreement.

Other Contributions - for non-curriculum items and activities	
Student Wellbeing Support & Programs (Suggested \$30.00 per family)	\$
Kitchen Garden Program - Grounds maintenance and improvements (Suggested \$30.00 per family)	\$
Tax deductible contributions:	
Building Fund - A tax-deductible contribution to support renovations, upgrades, and maintenance of our School Kitchen. (Suggested \$30.00 per family)	\$

Extra-Curricular Items and Activities

Surfside 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. These can be paid at the time of the event via Compass.

Extra-Curricular Items and Activities – Approximate costs only	Amount
Excursions x 2 @ \$40	\$80.00
Athletics, Inter-school sports, Summer & Winter Lightning Premierships, and Cross Country	\$30.00
Incursions x 2 @\$10	\$20.00
Fresh Food Fair Fundraiser – Rides Wristband	\$40.00
End of Year Celebration – Adventure Park	\$50.00

Parent Payment Arrangements for 2026 Year 6

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom Consumables – items purchased in bulk Art – paint & craft materials STEM – chemicals and shared materials, demonstrations and 3D printing Library – books and subscriptions LOTE – Indonesian workbooks and shared classroom materials PE/Sports - materials, ribbons, membership to District Sports & Sports Vic.	\$80.00
Kitchen Program Consumables	\$30.00
Swimming and Water Safety program – Entrance to Pool for a 2 week program	\$58.00
Berry St Student Diary	\$10.00
ICT – provision of devices, applications, and maintenance of the shared iPads and technology, across Years 4 to 6 as BYOD is phased out from 2026. OR Student-owned iPad – Technical support and JAMF – Device management Year 6 Online Subscriptions <ul style="list-style-type: none"> • Essential Assessment \$15.00 – Targeted Maths and Literacy Program • Book Creator – Creative stories \$6.00 • Time Tables Rock Stars & NumBots (Free) • JAMF – Device management \$9.00 • iTunes Apps Targeting Maths & Literacy \$10.00 	\$40.00
Communication - the provision of Compass communication, including 'Push Notification' news and attendance SMS messaging to families	\$5.00
Educational items for students to own: These stationery lists have been put together by the teachers and include the majority of your child's requirements for the year. This pack will be ordered for your child and delivered directly to their classroom – saving you time and money (10%) whilst receiving premium brands. If you wish to purchase elsewhere, please let the school know and collect an itemised stationery list before the end of Term 4 2025.	\$54.00
Total Amount	\$277.00

ICT iPad Program Yrs 3-6 2026 – Phase Out of BYOD (2026-2028)

In 2026, Surfside Primary will continue the use of iPads as part of our ICT (Information and Communication Technology) strategy for students in Grades 3–6.

As part of this strategy, the **Bring Your Own Device (BYOD) program will begin to be phased out from 2026**, starting with **Year 3**. From 2026 onwards, **families of students entering Year 3 and new students enrolling in Years 4–6 will no longer be required to provide their own iPad** for school use, as the school transitions to supplying devices as part of our ICT program.

Students currently in **Years 4–6 who already have their own iPad are welcome to continue bringing their own device for use it at school**. Technical support will continue to be provided for these devices. If a student does not bring their personal iPad, a school-supplied iPad will be available for classroom use.

Further information is available in our ICT Agreement.

Other Contributions - for non-curriculum items and activities	
Student Wellbeing Support & Programs (Suggested \$30.00 per family)	\$
Kitchen Garden Program - Grounds maintenance and improvements (Suggested \$30.00 per family)	\$
Tax deductible contributions:	
Building Fund - A tax-deductible contribution to support renovations, upgrades, and maintenance of our School Kitchen. (Suggested \$30.00 per family)	\$

Extra-Curricular Items and Activities

Surfside 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. These can be paid at the time of the event via Compass.

Extra-Curricular Items and Activities – Approximate costs only	Amount
Excursions x 2 @ \$40	\$80.00
Grade 6 Camp – Roses Gap Term 2: 26-29 th May 2026	\$605.00
Bonanza Day – small business creation (Term 3)	\$20.00
Athletics, Inter-school sports, Summer & Winter Lightning Premierships, and Cross Country	\$30.00
Incursions x 2 @\$10	\$20.00
Fresh Food Fair Fundraiser – Rides Wristband	\$40.00
Graduation Bear	\$16.00
End of Year Celebration – Adventure Park	\$52.00



Financial Support for Families

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

- *Camps, Sports and Excursions Funding (CSEF)*
- *State Schools Relief Fund*
- *Surfside Helping Hands*
- *Local community supports.*
- *Flexible payment plans for extra-curricular activities*
- *Second-hand uniform items through our school office*

For a confidential discussion about accessing these services, please contact Principal Peter Walsh or Business Manager Ebony Anderson via Phone: 03 5256 1411 or email: surfside.ps@education.vic.gov.au

Payment methods

Payment Option	Explanation	How to set this up...
 Compass CompassPay	Compass software our communication system. Our aim is to streamline communication to and from school. Accessed via web browser or the free app, this enables paperless consent and payment for school-based activities to save parents' time.	Making payments using a Debit or Credit card, allows you to have an individual child's payment record within the app. Individual login access required. The Compass App is available for Smartphones from the App Store. Website address for Compass https://surfsideps-vic.compass.education/
 BPay	Payment can be made by using your bank account's online banking function, with the Surfside BPay Biller Code <u>87361</u> and your unique Reference Number.	BPay Biller Code and Reference Number can be requested at our School Office, and displayed on your Family Statement. BPay can be used as needed or set as a regular payment instalment.
Cash, EFTPOS or Credit/Debit Card	Cash or Eftpos directly to our office.	Payments can be made at our School Office in person or over the phone.
Camps, Sports and Excursions Fund (CSEF)	Families holding a valid means-tested concession card or foster parents are eligible to apply. From the start of the school year, families eligible for CSEF will receive support of \$400.00 for primary and secondary school children	Applications can be made at the School Office until June for this yearly fund. Eligibility: the parent/carer card must be valid on the first day of Term 1 or Term 2.

Refunds

Refunds are to be requested in writing to our office or by emailing: surfside.ps@education.vic.gov.au

Curriculum Contributions:

- Fully refundable if paid in the preceding year and the student does not commence at Surfside Primary School.
- Pro-rata per terms following exit date, e.g., exit middle term 1, then Terms 2-4 will be refunded.
- Nil refund after the commencement of Term 4.

Extra-Curricular Items and Activities:

Students withdrawing from camps and excursions, and optional item activities will not automatically be entitled to a refund.

- Full refund will be payable where NO COST is incurred by the school when:
 - It is viable the school can approve another student to fill the place
 - The Principal deems the student's withdrawal is unavoidable e.g. Illness with a medical certificate presented.
- Partial refund will be payable when:
 - The Principal deems the student's withdrawal is unavoidable. In such a case, the refund will be the amount paid, less any expenses incurred by the school because of the withdrawal
- No refund will be payable when:
 - The Principal deems the student's withdrawal was avoidable and/or the school has incurred the full cost of the excursion/incursion, camp, extra-curricular activity, or optional activity.
- Camps and Swimming Program:
 - Due to planning and advance payment to confirm bookings, a medical certificate is required for the period of the activity before a refund is considered. The refund will be the amount paid less expenses incurred by the school because of the withdrawal.

Other Contributions:

Other contributions are refundable when paid in the preceding year and the student does not commence the school year.

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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.