

13<sup>th</sup> November 2023

Dear Parent/Carer,

The contributions you make to your child's education support the school's teaching and learning programs to improve educational outcomes, student wellbeing and engagement in learning. At Mount Eliza North Primary School, we draw on best educational knowledge and practices and strive to offer broad and enriched opportunities to our students that are above what is required in the standard curriculum.

We are looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2024.

At Mount Eliza North Primary School, parent contributions have allowed us to organise and coordinate rich, wide-ranging programs outside the traditional teaching and learning programs. Our reading and numeracy materials are extensive, and we are constantly updating and adding new material for teachers to use to support personalised and quality learning.

Parent contributions to ICT assist us in the upgrading and maintenance of the computer network system, provision and purchase of new digital equipment including the leasing of iPads/laptops for student use and payment of whole school licences and apps. These contributions ensure that we have a 1:2 digital device ratio for students across the school.

Our Specialist programs of Art, Music, Languages, STEM (Science, Technology, Engineering, Maths), Physical Education are exemplary, and your financial contribution assists us with the purchasing of varied art and language resources, musical instruments and resources and PE equipment. Our fantastic playgrounds, sports oval and outside facilities including the extensive native gardens, have all been developed through the combined efforts of parent contributions and community fundraising.

Additional programs we offer to support student well-being includes a school nurse, school choir, school band and ensemble band, the developmental play shed, Year 5 play leaders and sports equipment for borrowing. At Mount Eliza North Primary School, we employ an additional teacher and speech therapist responsible for learning intervention across the school. We also employ a social worker to support the school wellbeing program. These programs are essential in being able to provide the rich learning opportunities that foster our belief in developing the whole child.

The contributions you make to your child's education support the school's inquiry learning and teaching programs to improve educational outcomes, student wellbeing and engagement in learning.

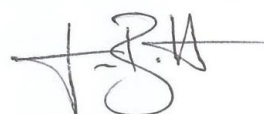
Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary.

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

Yours sincerely,



**Julie O'Brien – Principal**



**James Batty – School Council President**

**STUDENT REQUISITES – Year level specific book pack of student requisites**

[www.kookaburra.com.au/login](http://www.kookaburra.com.au/login) Orders placed by 5pm: Sunday 10<sup>th</sup> December will be delivered directly to school

**CURRICULUM CONTRIBUTIONS**

Items and activities that students use, or participate in, to access the Curriculum

**CLASSROOM & SUBJECT SPECIFIC CONSUMABLES, MATERIALS & EQUIPMENT**

- Art - materials eg. paint, coloured paper, crayons
- Science/STEM - materials, equipment & resources
- Mathematics - materials, equipment & resources
- English - materials & resources
- PE - materials, sports equipment & resources
- Music - materials, equipment & resources
- Languages - materials & resources
- IB Inquiry - curriculum materials
- General Classroom - shared stationary items, classroom libraries, readers, materials and equipment eg. shared poster paper, coloured paper, craft items

**ONLINE SUBSCRIPTIONS & ASSESSMENTS**

- Sunshine Online – Subscription to online program Years F-2
- Essential Assessment - Numeracy & Literacy Model – formative assessment

**INFORMATION & COMMUNICATION TECHNOLOGY (ICT)**

- provision/lease and upkeep of school laptop/iPad devices – class sets, device configuration, maintenance & server costs

**PRINTING AND PHOTOCOPYING**

- Worksheets, learning resources and booklets

**FOUNDATION**

**\$ 260** per student

**YEARS 1 & 2**

**\$ 230** per student

**YEARS 3 - 6**

**\$ 250** per student

**OTHER CONTRIBUTIONS - To support non-curriculum programs and activities**
**THIS PAYMENT SUPPORTS THE FOLLOWING AREAS IN OUR SCHOOL:**

- **Enhanced Wellbeing & Student Support** – Additional wellbeing & learning staff, intervention resources (\$40)
- **First Aid & Hygiene** – Assorted first aid materials and hygiene products (\$10)
- **Grounds Maintenance & Groundskeeper** – Engaging staff through local payroll and grounds maintenance (\$50)
- **School Communications** -School communications, affiliations, memberships, School Sports Victoria, International Baccalaureate. (\$60)

**\$ 160 TOTAL**  
per student

**SCHOOL DONATION - To support special projects which enhance our school and provide additional resources for students - amount at family discretion**

**\$50 or \$20**  
(suggested amounts)

**PAYMENT METHODS AVAILABLE**

- Payment of your child’s educational items (student requisites/bookpack), along with curriculum contributions, other contributions and donations is to be made via the **attached link as above through Kookaburra** – one stop shop 😊

If you have any questions, please contact the Mount Eliza North Primary School administration team.

- Please contact the office only if you would like to set up a recurring payment or make payment via other methods (Contributions and Donations only).

## FINANCIAL SUPPORT FOR FAMILIES

Mount Eliza North Primary School understands that some families may experience financial difficulty and offers a range of support options.

Families can apply for State Government or community support programs such as the Camps, Sports and Excursions Fund (CSEF) and State Schools Relief.

Payment plans can be organised for camps and activities.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: **Joanne Pyne – Business Manager**

Ph: 03 9787 6611 or Email: [mount.eliza.north.ps@education.vic.gov.au](mailto:mount.eliza.north.ps@education.vic.gov.au)

## INSTRUCTIONS FOR ORDERING PACKS ONLINE

1. Go to [www.kookaburra.com.au/login](http://www.kookaburra.com.au/login) (you do not need to register)
2. Enter User Name: **MTELI004** (The first 5 characters are letters and the last 3 characters are numbers)  
Enter Password: **student4**
3. Select Student Packs.
4. Select your student's 2024 Year Level.
5. Add the quantity next to products required by your child, in the "Quantity" box.
6. Once you have added all items required, click "Add selected items to cart".
7. If you have another child to shop for, select their 2024 year level from the drop down and add their items to your cart.
8. When you've finished shopping for your child/ren, click on the cart icon in the header to go to the cart and complete your order.
9. Review your cart, then click "Continue to Checkout".
10. Select School Delivery Method from the drop-down.
11. Complete your child/ren's names under "Student Information".
12. Add your phone number.
13. Click "Continue to Payment".
14. Select your payment method and click "Process Payment".
15. You will be emailed an order confirmation.

**Your order has now been placed with Kookaburra. If you have any queries, please contact our Customer Experience Team [support@kookaburra.com.au](mailto:support@kookaburra.com.au)**

### PLEASE NOTE:

**School Delivery** - Orders placed by 5pm: Sunday 10th December 2023

- These orders will be distributed by the school at a date and time to be nominated by the school.

**Home Delivery** - Orders placed by between 10th December 2023 and 31st December 2023

- These orders will be home delivery only and associated freight charges will apply.

**Orders received after 5pm: Sunday 10th December 2023**

- Will still be accepted. However, will be given lower shipment (or dispatch) priority.
- May not be delivered before the start of Term 1 2024.
- Delivered to your nominated daytime delivery address only.
- Associated freight charges plus a late order fee of \$10.00 will apply.

**All orders are Firm Sale (non-returnable).**

# 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.