



Cnr Laurel & Tyler Streets  
PO Box 8114  
East Preston Victoria 3072

T 03 9478 8077  
E: preston.ne.ps@education.vic.gov.au

Dear parent/guardian,

Re: 2023 Parent payments

Preston North East Primary School is looking forward to another great year of teaching and learning and would like to advise you of Preston North East Primary School's voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. Preston North East Primary School has opted to not ask parents and carers for voluntary curriculum contributions.

For excursions and incursions, if you are in receipt of the Camps, Sport, Excursions Fund (CSEF) this money is covered. For those families who do not receive CSEF we ask that these extra-curricular activities are paid for as they arise.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read "Phillip Banks".

Phillip Banks  
Principal

A handwritten signature in black ink, appearing to read "Fiona Haynes".

Fiona Haynes  
School Council President

**YEARS 1 & 2**

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
Year 1 & 2 classroom consumables, materials & equipment	\$0
Year 1 & 2 Online Subscriptions	\$0
Year 1 & 2 ICT Devices – provision of devices from the shared classroom sets	\$0
Year 1 & 2 Printing and photocopying of worksheets and learning materials	\$0
Year 1 & 2 Whole school events <ul style="list-style-type: none"> <li>• Whole School Athletics Day</li> <li>• Swimming program – entry and transport (\$xx)</li> </ul>	\$0
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
School Sports Victoria membership	\$0
Student wellbeing programs	\$0
First aid equipment	\$0
School grounds maintenance and improvements	\$0
<b>Total Amount</b>	<b>\$0</b>

### Extra-Curricular Items and Activities

Preston North East 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.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Optional Year 1 & 2 excursions and incursions to be scheduled <i>(If in receipt of CSEF it can be used for this)</i>		
<b>Total Extra-curricular Items and Activities</b>		<b>\$125.00</b>

### Financial Support for Families

Preston North East 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). This covers all excursions and incursions for the year.

For a confidential discussion about Extra-Curricular items and activities please contact:  
Phillip Banks or the school office.

Ph: 03 9478 8078 | Email: [preston.ne.ps@education.vic.gov.au](mailto:preston.ne.ps@education.vic.gov.au)

### Total

#### Category

Curriculum Contributions	\$0
Other Contributions	\$0
Extra-Curricular Items and Activities	\$125

### Payment methods

EFTPOS/Credit card or cash

### 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.