



## 2023 Parent Payment Letter from School Council

03 November 2022

Dear Parents and Caregivers,

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

Attached to this *Letter from School Council* are the details re: parent payment arrangements and stationery packs.

School Council wishes to clarify changes that were made by the Department of Education in late 2021. The Department changed the wording of its policy and documentation from '**Essential Item Contributions**' to '**Curriculum Contributions**'. The revised policy, which is mandatory for all Victorian Schools, states that: '*Schools provide students with free instruction to fulfil the **standard** Victorian curriculum and we want to assure you that all contributions are voluntary.*'

School Council feels it is important for our CPS families to understand what this change means for our school. If the change of language from *essential* to *voluntary* is interpreted as "we no longer need your contribution" and payment is not received, many of the programs and resources we provide, will be at risk.

Traditionally a high percentage of our families pay the **Curriculum Contributions** amount because they understand that this funding helps our school deliver strong, diverse programs and high learning gain for all our students.

In consideration of the difficult economic conditions, we face today, we have retained the same amount of \$370.00 for the **third consecutive year**. *This equates to \$1.85 a day!*

The curriculum delivered at Cheltenham is well above the 'standard' as evidenced by our 2022 NAPLAN results. In 2022 we were the highest performing school amongst the Beachside network of schools (33 primary schools).

### How do our approaches differ from a 'standard' curriculum?

- The DET average class size is 26. The average class size in 2023 will be 20.5 students. Smaller class sizes mean our teachers can provide more individualised attention to every student.
- Significant resources, both human and financial are allocated to student wellbeing: the explicit teaching of social and emotional learning and growth mindset strategies; in place counsellors for students; Play Leaders and Better Me program. Feeling safe and secure in a supportive environment, directly impacts each child's capacity to achieve their academic potential.
- Science, Visual Arts, Physical Education, Performing Arts and Library, *can* be taught in the classroom by generalist classroom teachers. This is what the 'standard' curriculum provides. At Cheltenham students go to specialist classes with specialists whose programs are unique, engaging and extend learning and practice.
- A 'standard' curriculum does not consider learning intervention and extension for students. At CPS we have the equivalent of 2.5 ongoing staff members supporting Literacy, Numeracy and Wellbeing/Inclusion in addition to the tutors funded by DET. This allows a personalisation of instruction and support that could not be achieved by a classroom teacher.
- Our Learning Specialists facilitate student excellence instructional groups for high achieving students in Literacy and Numeracy. All of this is above a 'standard' curriculum.

- There is no mandate to include incursions and special activities within a 'standard' curriculum. At Cheltenham we view these 'extra's as essential to providing rich and varied opportunities, which consider different perspectives and provide real world experiences for every child.

The payment schedule attached to this letter includes full details of what is included in the Curriculum Contribution: \$370.00 for the year; \$1.85 per day per student. Schools are no longer able to offer discounts for early payment.

Flexible arrangements and support are available on request for all families experiencing hardship.

We hope this communication encourages you to continue to make your usual contribution, towards a high-quality education at Cheltenham Primary School in 2023!

Yours sincerely,



Peter Cutting  
**School Council President/Treasurer**



Bronwyn Morgan  
**Principal**

# 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 Name: \_\_\_\_\_

Class: \_\_\_\_\_

Section 1 - Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Year 4 classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• Classroom Budget (\$40)</li> <li>• The Arts – Visual &amp; Performing (\$20x 2)</li> <li>• STEAM – class materials (\$20)</li> <li>• Mathematics – class materials, equipment (\$30)</li> <li>• English – reading texts, class materials, equipment (\$30)</li> <li>• Sports – equipment (\$10)</li> <li>• Library- books &amp; Associations/Infrastructure (\$15)</li> <li>• ICT &amp; Classroom Software &amp; Infrastructure (Subscriptions/Apps) (\$85)</li> <li>• ICT shared digital devices ie: shared iPad and computer notebooks (\$60)</li> <li>• LOTE resources (\$10)</li> <li>• First Aid (\$10)</li> <li>• Printing and photocopying of worksheets and learning materials (\$20)</li> </ul>	\$ 370.00
<b>Total Amount (Section 1)</b>	<b>\$ 370.00</b>

Section 2 - Other Contributions - for non-curriculum items and activities	Amount
<b>First Aid</b> (this voluntary contribution supports the cost associated with employment of a first Aid officer and providing an exceptional First Aid program)	\$
<b>School playgrounds maintenance, &amp; improvements</b> to enhance CPS play spaces for children	\$
<b>Tax deductible contributions</b>	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$
<b>Total Amount (Section 2)</b>	<b>\$</b>

### Educational items for students to own

Attached is a list of items that the school recommends you purchase from **KAKA KIDS** for your child to individually own and use.



### Extra-Curricular Items and Activities

Cheltenham 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.

Section 3 Extra-Curricular Items and Activities	Amount	Purchase (Please pay if participating)
<i>Kitchen Classroom Program DUE BY 7<sup>TH</sup> February 2023</i>	\$ 140.00	
<i>Optional Extra Year 4 Incursions/Activities DUE BY 7<sup>TH</sup> February 2023</i>	\$ 100.00	
<i>Other optional extras may include Intensive Swimming, House sports, Camp Programs, District Sporting events, all of which are invoiced individually</i>	TBA	
<b>Total Extra-curricular Items and Activities (Section 3)</b>		<b>\$</b>

### Grand Total

Category	
Curriculum Contributions (Section 1)	\$
Other Contributions (Section 2)	\$
Extra-Curricular Items and Activities (Section 3)	\$
<b>FINAL TOTAL</b>	<b>\$</b>

### Financial Support for Families

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

- **Camps, Sports, and Excursions Fund (CSEF) – Eligibility criteria applies, enquire at the office**

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact: Bronwyn Morgan via Ph: 03 8585 3200 or email [cheltenham.ps@education.vic.gov.au](mailto:cheltenham.ps@education.vic.gov.au)

### Payment methods

Our preferred method of payment is via COMPASS, although EFTPOS is available at the school office or Credit Card over phone.

### 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.