



CLIFTON CREEK PRIMARY SCHOOL

1020 Deptford Road

Clifton Creek 3875

Phone: 03 516 27800

Email: clifton.creek.ps@education.vic.gov.au

ABN: 21 080 203 144

Dear parent/guardian,

Clifton Creek Primary School is looking forward to another great year of teaching and learning and would like to advise you of Clifton Creek Primary School's voluntary financial contributions for 2022.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to offer a more enhanced curriculum experience including MARC Van Library, Kitchen Garden Program, Reading Eggs, 1:1 Laptop access, annual school concert local excursions and incursions.

PLEASE NOTE: For existing students and families, please contact Ellyn McKenzie in the school office to check the status of your child's account, as you may already have sufficient funds to cover fees.

Please also find attached a copy of your child/s financial statement. This statement **does not** include the fees set out in the table attached, as new DET policy states that we are to create the invoice for student fees upon payment.

Also attached is a Camps, Sports and Excursions (CSEF) application form. If eligible, please complete and return.

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

Yours sincerely,

Sue Paul
Principal

Student name.....

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment <ul style="list-style-type: none"> • Stationary – Workbooks, pencils, pens, glue sticks, textas • Art – paint, crayons, coloured paper, display folder, clay, construction materials • Science – Scrap book, materials for experiments • Mathematics – Targeting Maths, Mental Maths • English – book boxes, reader cover, handwriting books • Sports – equipment 	\$80
Subscriptions <ul style="list-style-type: none"> • Essential Assessment • Reading Eggs • MARC Van Library 	\$20
Other Contributions - for non-curriculum items and activities	Amount
<ul style="list-style-type: none"> • End of Year Concert 	\$10
Total Amount	\$110

Extra-Curricular Items and Activities

Clifton Creek 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.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
School Sleepover	TBA	
Prep–2 Snow Day	TBA	
Grade 3-6 Snow Camp	TBA	
Grade 1-6 City Camp	TBA	
Excursions to be scheduled	TBA	
Swimming Program (including bus travel)	TBA	
Total Extra-curricular Items and Activities (as known at this stage)		TBA

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (for eligible families)
- Centrepay (for eligible families)
- Payment Plans

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

Sue Paul – Principal or Ellyn McKenzie – Business Manager

Ph: 03 5162 7800 | Email: clifton.creek.ps@education.vic.gov.au

Total

Category	
Curriculum Contributions	\$100
Other Contributions	\$10
Extra-Curricular Items and Activities (at this stage)	TBA
TOTAL	\$110

Payment methods

- Direct Deposit:
Clifton Creek Primary School Council
BSB 313 140 Account # 1200 3225
- Cash
- Centrepay – If eligible I give permission for my Centrepay payments to be used towards Curriculum Contributions and Camps, Sports and Excursions. Tick for permission ☐
- CSEF (Camps, Sports and Excursion Fund) If eligible, I give permission for my child's CSEF to be used towards the cost of the camps, sports and excursions. Tick for permission ☐

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.

Signed:.....

Name:.....

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.

School Bus Fee Structure

Due to the challenges that we have all faced over the past 2 years, it was decided by our school council that Clifton Creek Primary School would not be charging families for the use of our school bus.

Due to ongoing running costs of the bus, going forward the fee structure will be as follows.

\$15 per week for a single child

\$20 per week for a family of children (2+ children)

(These amounts will be divided accordingly for part-time students)

These fees will be charged to your child's/children's' account/s at the beginning of each term and an invoice/statement will be sent home.

Thank you for your understanding.