



## Willowmavin Primary School 2025 Voluntary Financial Contribution Schedule

Dear parent/guardian,

Willowmavin 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 2025.

Schools provide students with free instruction to fulfil the standard curriculum requirements, 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 is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

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

Yours sincerely,

Andrew O'Callaghan

Principal

Rebecca Jobling

School Council President



# Willowmavin Primary School

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[www.willowmavin.vic.edu.au](http://www.willowmavin.vic.edu.au)

Be Your Best

Respect

Resilience

Safe

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials and equipment <ul style="list-style-type: none"> <li>- Art supplies</li> <li>- Numeracy blocks</li> <li>- Book boxes</li> </ul>	\$120
Online subscriptions <ul style="list-style-type: none"> <li>- Essential Assessment</li> <li>- Storybook Library</li> <li>- Decodable online teacher pack</li> <li>- Maths300</li> </ul>	
Printing and Photocopying	
<b>Other Contributions - for non-curriculum items and activities</b>	
First Aid supplies	\$8
School grounds maintenance and improvements	

Category	Totals
Curriculum Contributions	\$120
Other Contributions <i>(Non-tax deductible)</i>	\$8
<b>Total</b>	<b>\$128</b>



## Educational items for students to own

Each year, Willowmavin Primary School evaluates the teaching and learning programs and the resources required for students to engage in those programs.

Attached is a list of items that the school recommends you purchase as the students require these for their day – to – day learning throughout the year. For your convenience, these resources can be purchased via a book pack from Paperchase. Please refer to the year level relevant to your child.

## Extra-Curricular Items and Activities – provided on a user-pays basis

Willowmavin primary School offers a range of optional 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. The cost of extra-curricular items and activities will be advised throughout the year.

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities

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

Sharni Knight, Business Manager

Ph: 03 5782 1319 | Email: [willowmavin.ps@education.vic.gov.au](mailto:willowmavin.ps@education.vic.gov.au)

## Payment methods

### Payment methods

We accept Cash, Eftpos, CompassPay or Direct Deposit.

### Bank details for Direct Deposit

Willowmavin Primary School

BSB: 063-093

Acc: 10000474

Please ensure you record child's full name as a reference

## 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 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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.