



# Reservoir West Primary School

No. 4711

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• S T R I V E F O R E X C E L L E N C E •

October 2024

Dear Parent/Guardian,

Reservoir West Primary School is looking forward to another great year of teaching and learning and would like to advise you of the school's voluntary financial contributions for 2025.

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 is able to 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 that we can offer.

Within our school this support has allowed us to

- maintain our technology infrastructure and build our banks of school devices
- subscribe to online learning and assessment sources
- provide a wide range of curriculum experiences
- provide classroom and specialist consumables
- subsidise printing costs.
- maintain and develop the school grounds
- maintain sufficient class sets of books for students to develop their reading skills
- provide hands on maths equipment
- deliver a range of sporting and PE equipment
- arrange for individual student supplies and class bulk supplies
- resource first aid for all students.

We urge parents to give strong consideration to paying the voluntary financial contributions because, without a robust response, what the school can do to enhance your child's education will be restricted.

Please find below Reservoir West Primary School's voluntary financial contributions schedule for 2025.

Department of Education guidelines now mandate that schools are unable to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of recommended contributions for your child/ren.

For further information on the Department's [Parent Payment Policy](#), please see the overview attached.

If you have any further queries please speak with our Business Manager, Joyce Janakievski, by contacting the school office on 9478 8211.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Bruce Kearney", with a large, stylized flourish at the end.

Bruce Kearney  
Principal

A handwritten signature in blue ink, appearing to read "Jennifer Waters", with a large, stylized flourish at the end.

Jennifer Waters  
School Council President

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
Booklist as attached	\$97.39
Year 4 Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper (\$30)</li> <li>• S.T.E.A.M – materials &amp; Equipment (\$15)</li> <li>• Sports – equipment (\$30)</li> </ul>	\$75
Year 4 Online subscriptions <ul style="list-style-type: none"> <li>• Reading Eggs (\$13.50)</li> <li>• Essential Assessment – Numeracy &amp; Literacy (\$15.50)</li> <li>• Standardised Assessments for English and Maths (\$4)</li> <li>• Elastik – Online Assessment tool (\$11)</li> <li>• SPA platform – Online Student Assessment Analysis Platform (\$3)</li> <li>• Storybox – Online Library Subscription (\$2.50)</li> <li>• Dynamic indicators of Basic Early Literacy Skills (DIBELS) data (\$1)</li> <li>• Maths Circles – Numbots and Times Tables Rock Stars student (\$2)</li> </ul>	\$52.50
Printing and photocopying of worksheets and learning materials	\$10
<b>Total Curriculum Contributions</b>	<b>\$234.89</b>

<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
First Aid costs	\$30
Student and Parent Communications - Compass	\$10
Library Enhancement	\$30
School grounds maintenance and improvements	\$30
<b>Total Other Contributions</b>	<b>\$100</b>

### **Educational items for students to own**

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

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

*Reservoir West 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. Below is a guide of potential costs to be incurred.

Extra-Curricular Items and Activities	Amount
School Photos	\$50
Science Weeks Incursion	\$10
Excursion to be scheduled (estimated)	\$105
Swimming Team Trials	\$11
District Cross Country	\$15
Hoop Time	\$25
<b>Total Extra-Curricular Items and Activities</b>	<b>\$216</b>

### Financial Support for Families

Reservoir West 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)
- School Saving Bonus

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Joyce Janakievski, Business Manager on 03 9478 8211 or email [joyce.janakievski@education.vic.gov.au](mailto:joyce.janakievski@education.vic.gov.au)

### Total

Category	Totals
Curriculum Contributions	\$ 234.89
Other Contributions ( <i>Non-tax deductible</i> )	\$ 100.00
Extra-Curricular Items and Activities	\$ 216.00
<b>Total</b>	<b>\$ 550.89</b>

**Payment methods**

Parent contributions towards the required payments is essential to maintain the quality of education that we provide at Reservoir West Primary School.

The 2025 Voluntary Financial Contributions schedule will be available via Compass in Term 1, 2025.

**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 Payments 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

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.