



November 2024

Dear parent/guardian/carer,

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

Schools provide students with free instruction to fulfil the standard Victorian 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's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer including the landscaping improvements and our new playground.

Our school only requests contributions for items that we believe add value to the school experience for students. All contributions go specifically towards items and activities that help improve your child's educational experience.

Each year we review parent payment contributions, ensuring value for money and learning, as well as simplicity for families to organise and equity for children, which means each child receives the best possible education and environment for learning.

Within our school this support has allowed us to organise and coordinate rich, extensive programs outside of the traditional teaching and learning programs required in the standard curriculum and what is provided for by Government funding. This includes the International Baccalaureate (PYP curriculum), well-resourced school and classroom libraries.

For 2025, book packs, educational (stationery) items, for each student can be ordered and paid direct to Paperchase Office National, details attached.

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 'Renee Liprino'.

Acting Principal  
Renee Liprino

A handwritten signature in black ink, appearing to read 'Sara Mahood'.

School Council President  
Sara Mahood



<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access Curriculum	<b>Amount</b>
General classroom (including Specialist subjects) consumables, materials & equipment <ul style="list-style-type: none"> <li>• Classroom project materials including photocopying of worksheets (\$10)</li> <li>• Inquiry Project materials (\$5)</li> <li>• Visual Art – paint, crayons, canvas, glitter, coloured paper (\$5)</li> <li>• Music (\$5)</li> <li>• Mandarin (\$5)</li> <li>• Science materials (STEM) (\$5)</li> <li>• Mathematics – numeracy resources (\$5)</li> <li>• Literacy Resources (\$5)</li> <li>• Sports – equipment (\$5)</li> </ul>	\$50.00
Online Subscriptions <ul style="list-style-type: none"> <li>• iPad Applications</li> <li>• Seesaw F-6</li> </ul>	\$20.00
ICT Devices – provision and upkeep of iPad devices from the shared classroom sets including lease	\$20.00
Swimming and Water Safety Program	\$20.00
Whole School Events <ul style="list-style-type: none"> <li>• Book Week</li> <li>• Literacy &amp; Numeracy Week</li> <li>• Significant event celebrations (i.e. NAIDOC)</li> <li>• PYP Inquiry actions and exhibitions</li> <li>• Language and Culture events</li> <li>• Science Week</li> </ul>	\$20.00
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
School Sports Victoria membership	\$ 5.00
Student Wellbeing Programs	\$ 5.00
All Aboard – assist families with camps, excursions and other activities (recommended \$10.00)	\$
First aid equipment (recommended \$5.00)	\$
School grounds maintenance and improvements (recommended \$10.00)	\$
<b>Tax deductible contributions</b>	
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource (recommended \$30.00)	\$
<b>Total Amount</b>	<b>\$</b>



### Education Items for students to own

A list of items that the school recommends you purchase from Paperchase Office National for your own child to individually own and use will be available shortly.

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

Davis 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.

Extra-Curricular Items and Activities	Amount
<i>2025 school camp for Year 3 and Year 5 Only</i>	\$395.00 to \$430.00 approximately
<i>Interschool Sports program</i>	Approx \$10.00 per event
<i>Excursions to be scheduled</i>	TBA
<i>Year 6 Graduation</i>	Approx \$10.00
<b>Total Extra-curricular Items and Activities</b>	

### Financial Support for Families

Davis 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
- State School Relief – clothing and uniform support
- Payment plans for Extra-Curricular Items and Activities
- School Savings Bonus
- All Aboard Fund – funded by family contributions and fundraising activities to assist with funding for camps, excursions and/or other welfare needs

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

Mandy Beament, Finance Officer

Ph: (03) 9749 9800

Email: [Mandy.Beament@education.vic.gov.au](mailto:Mandy.Beament@education.vic.gov.au)



## Totals

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	as advised on Compass

## Payment Methods & Options

Parents may wish to use Compass to manage the payment process. Parents simply view the contribution requests, then make their own contribution via Compass. The office also accepts EFT/Credit/Debit card.

## Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis by School Council. 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.

## Office Times

The main office will be open on *Tuesday 28<sup>th</sup> January 2025 from 8.30 to 3.00pm*. Normal office/telephone hours of 8.15am to 3.30pm will be applicable from Wednesday 29<sup>th</sup> January.

## Students First Day

All students commence school Wednesday 29<sup>th</sup> January 2025.

Foundation students do **NOT** attend school on the following Fridays.

31<sup>st</sup> January 2025

7<sup>th</sup> February 2025

14<sup>th</sup> February 2025

21<sup>st</sup> February 2025

28<sup>th</sup> February 2025



# 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.