

Stanhope Primary School



Learning, Success, Respect, Citizenship

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Parent Payment Arrangements 2024

Dear Parent

Stanhope Primary School is looking forward to another great year of teaching and learning and would like to advise you of Stanhope Primary School's voluntary financial contributions for 2024.

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.

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

Stanhope Primary School makes every effort to keep contributions to a minimum and affordable for all parents.

Please find the contribution schedule for Prep through to Grade 6 attached. The contribution schedule applies for each individual student in a family.

A list of stationery items and student requisites for families to provide or purchase from their preferred supplier, is also attached.

All items will need to be labelled at home with your student's name. Item quantities are suggested adequate for one years' normal classroom use, but please note that some items may need to be replenished throughout the year and damaged or lost items will need to be replaced and costed accordingly. Please also note that excursion & incursion charges will be costed separately at the time of the event.

'Inspiring Lifelong Learning'

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (Health Care Card holders only. Forms available at school office)
- Flexible payment arrangements

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

Christine Owen or Mica Rosenberg

Ph: 03 5857 2514 Email: stanhope.ps@education.vic.gov.au

Payment Methods

- Cash
- Cheque
- Bpay (NOT DIRECT DEPOSIT)

Refunds

Refunds generally only apply to events or activities such as camps and excursions. If a camp or excursion is cancelled or altered by the school, or a student is no longer able to attend part or all of the camp or excursion, our school will consider requests for partial or full refunds of payments made by parents/carers on a case-by-case basis taking into account the individual circumstances. Generally we will not be able to refund payments made for costs that have already been paid where those funds have already been transferred or committed to a third party and no refund is available to the school. Where possible, we will provide information about refunds to parents/carers at the time of payment.

For further information on the Department's Parent Payment Policy. Please see a one page overview attached.

Yours sincerely,

Christine Owen
Principal

Gerard Lucardie
School Council President

Contribution schedule – Year Prep –Year 6

Please find the itemised list of Curriculum Contributions and Other Contributions for your child. Stanhope Primary School also continues to welcome your Extra-Curricular Items & Activities contributions for 2024.

All payments are requested by end of Term 1, 2024.

Curriculum Contributions

Below is a list of items and activities which enable your child to learn the standard curriculum, which will be sourced by the school. This year we are able to offer reduced fees from those of 2024. Each year is calculated according to requirements for that specific year.

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom materials & equipment	\$20
Stationery consumables; including large scrap books, dotted thirds, maths grid books, chunky pencils, plastic pockets	\$10
Art & Craft consumables; including craft paper, PVA glue, sparkles, goggle eyes, split pins, paint, pastels, charcoal, clay, paper plates, doilies	\$5
Science materials: including cover paper, coloured card, PVA glue, flour, salt, food colourings, sugar, bi-carb soda, baking powder, milk or milk substitute, vinegar	\$15
Photocopying & printing for students	\$40
Provision & Upkeep of school devices, peripherals & ICT	\$20
Digital Online Assessments	\$25
MACC Art	\$35
MARC Library	\$35
Total for Contributions	\$205

Other Contributions

Other Contributions - for non-curriculum items and activities	Amount
First aid equipment	
School grounds maintenance & improvements	
School Sports Victoria membership	
	TOTAL \$

Extra-Curricular Items & Activities

Stanhope 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.

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 by 10th February 2024.

Extra-Curricular Items & Activities	Amount
Optional camps and excursions and events as scheduled throughout 2024. The cost of these excursions will be advised throughout the year.	To be advised
Graduation Bears	TBA
Grade 6 T Shirt -	TBA
TOTAL	\$

Educational Items for Students to Own

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

Stanhope Primary School 2024 School Requisites List

Please supply the following items which will be needed by your child, according to your child/ren's class level.

Some items are intended to last all year, while others will need to be replenished throughout the year, e.g. pens, pencils, glue sticks etc. **A request note will be sent home with your child when this is required.**

The quantities listed beside each item should suffice for at least one term in most cases. **Items from previous year are welcome to be used rather than purchase the same item/s again. E.g. scissors, pencil case, ruler etc**

All items should be clearly named and brought to school on the first day of Term 1.

Prep, One Two	
Pencil Eraser	1
Sharpener- 2 hole	1
Pencil case; fabric/vinyl. Max 32cm x 22cm. NO hard cases	1
Ruler	1
Scissors	1
Glue sticks – large	2
Pk 12 coloured textas	1
Pk 12 coloured pencils- triangular if possible	1
Whiteboard markers	1 pk
Highlighters	1 pk
A4 Display folder	1
Headphones - essential	1 pair/set

*If you have any questions please don't hesitate to contact the school on **5857 2514***

Grade 3-6 items should last all year	
Grey lead pencil - HB	12
Red, ruling up pencil	4
Pencil Eraser	2
Sharpener	1
Pencil case; fabric/vinyl. Max 32cm x 22cm. NO hard cases	1
Ruler – 40cm	1
Scissors	1
Coloured textas (fine tip)	1 pk
Coloured pencils	1 pk
Black fineliner felt tip pen	1
Red pens (grades 5 -6 only)	5
Blue pens (grades 5 -6 only)	10
Black pens (grades 5 -6 only)	10
Whiteboard markers -	1 pk
Highlighters	1 pk
Glue sticks - large	4
Display folder	2
Headphones- essential	1 pair/set
BYO DEVICE: as per school specifications (this can be sent separately when requested)	Grades 3-5 are invited to BYOD. Not compulsory

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	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.