



Station Street, Romsey, Victoria 3434

Phone: (03)54295099

Email: [romsey.ps@edumail.vic.gov.au](mailto:romsey.ps@edumail.vic.gov.au)

Principal: Mrs Kimberley Nicholls

School Council President: Elizabeth McDonell

ABN 30 110 472 619

4<sup>th</sup> November 2021

Dear Parent/Guardian,

Romsey Primary School is looking forward to another great year of teaching and learning and would like to advise you of Romsey 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 well rounded education possible for our students. We hope that you will continue to support our school by making a contribution.

Within our school your support will allow us to: ensure the upkeep of our large and substantive grounds, continue to provide a safe outdoor learning environment for all students, provide a Kitchen Garden Program, Apps and computer programs, undertake incursions and excursions, maintain first aid supplies, support the School Wide Positive Behaviour model, Kimochis wellbeing program and library facilities.

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

Yours sincerely,

Kimberley Nicholls

Principal

Elizabeth McDonell

School Council President



Station Street, Romsey, Victoria 3434

Phone: (03)54295099

Email: [romsey.ps@edumail.vic.gov.au](mailto:romsey.ps@edumail.vic.gov.au)

Principal: Mrs Kimberley Nicholls

School Council President: Elizabeth McDonell

ABN 30 110 472 619

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
	<b>\$200</b>
<p><i>Year 2 classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper</li> <li>• Science – chemicals</li> <li>• Mathematics – numeracy blocks</li> <li>• Stationery Pack</li> <li>• English – book boxes</li> <li>• Sports – equipment</li> </ul>	\$130
<p><i>Year 2 Online Subscriptions</i></p> <ul style="list-style-type: none"> <li>• Epic Books</li> <li>• Bug Club</li> <li>• Essential Assessments</li> <li>• Various ICT Apps</li> <li>• Fountas &amp; Pinnell</li> </ul>	\$30
<i>Year 2 Printing and photocopying of worksheets and learning materials</i>	\$20
<p><i>Year 2 Whole school events</i></p> <ul style="list-style-type: none"> <li>• Life Ed Van / Cyber Safety</li> <li>• Stephanie Alexander Kitchen Garden</li> <li>• Book Week</li> <li>• Education week celebrations</li> </ul>	\$20
Other Contributions - for non-curriculum items and activities	Amount
	<b>\$50</b>
<i>School Sports Victoria membership. Allows students to participate in sports programs at the school.</i>	\$10
<i>First aid equipment. Allows the school to provide first aid to all students as required.</i>	\$10
<i>Library fund. Allows the school to continue to support this valuable resource for all students.</i>	\$10
<i>School grounds maintenance and improvements. Allows the school to maintain the substantive grounds and provide a safe play area for all children.</i>	\$20
<b>Total Amount</b>	<b>\$250</b>



Station Street, Romsey, Victoria 3434

Phone: (03)54295099

Email: [romsey.ps@edumail.vic.gov.au](mailto:romsey.ps@edumail.vic.gov.au)

Principal: Mrs Kimberley Nicholls

School Council President: Elizabeth McDonell

ABN 30 110 472 619

### Extra-Curricular Items and Activities

Romsey 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.

Extra-Curricular Items and Activities	Amount
<i>Other Year 2 incursions &amp; excursions to be scheduled</i>	TBA

### Financial Support for Families

Romsey 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's Relief

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

Helen Sly, Business Manager

Ph: 03 5429 5099 | Email: [helen.sly@education.vic.gov.au](mailto:helen.sly@education.vic.gov.au)

### Refunds

Our school will consider requests for partial or full refunds of payments made by parents on a case by case basis taking into account the individual circumstances, whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information. Generally, we will not be able to refund payments made for items purchased or costs that have already been paid where those funds have already been transferred to a third party.

Due to the need to pre-book venues and buses, the school has a 'no refund' policy for camps, sports and excursions/incursions, which will be clearly stated on all forms. (NOTE: Under extreme circumstances the Principal can authorise refunds – this may require a medical certificate or similar).

For further information on the Department's Parent Payment Policy please see a one-page overview attached. The policy can be viewed at:

<https://www2.education.vic.gov.au/pal/parent-payment/policy>



Station Street, Romsey, Victoria 3434

Phone: (03)54295099

Email: [romsey.ps@edumail.vic.gov.au](mailto:romsey.ps@edumail.vic.gov.au)

Principal: Mrs Kimberley Nicholls

School Council President: Elizabeth McDonell

ABN 30 110 472 619

**STUDENT NAME:**

---

**2022 YEAR LEVEL:** \_\_\_\_\_

Category		
Curriculum Contributions	\$200	\$
Other Contributions	\$50	\$
<b>TOTAL</b>		<b>\$</b>

Qkr!



Cash

Credit Card



□ □ □ □ - □ □ □ □ - □ □ □ □ - □ □ □ □

Expiry date: \_\_\_\_ / \_\_\_\_

Card Type: MASTERCARD / VISA

Name as it appears on the card: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## 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.