



Dear parent/guardian,

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

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.

Within our school this support has allowed us to provide items such as iPads for the students to use at school and a wonderful library. We have also been able to offer a full performing arts, STEM, arts and physical education program, along with Senior School electives, and curriculum based incursions. Future contributions will go towards an upgrade of our grounds once the building project has been completed.

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

*Yours sincerely,*

Katrina Stewart  
**Principal**

Ainslie Thomson  
**School Council President**

**Pakenham Consolidated School**

2 Rundell Way Pakenham 3810  
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<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Class sets of books and stationery (student booklist resources)</li> <li>• English – book boxes</li> <li>• Mathematics – numeracy blocks, maths masters resources</li> <li>• Art – paint, crayons, canvas, coloured paper</li> <li>• STEM – science consumables, chemicals</li> <li>• PE – sports equipment</li> <li>• Performing Arts – music equipments</li> <li>• Printing and photocopying of worksheets and learning materials</li> </ul>	\$70
Online subscriptions <ul style="list-style-type: none"> <li>• Essential Assessment</li> <li>• Seesaw</li> <li>• Compass</li> <li>• Sunshine Online</li> </ul>	\$20
ICT devices – provision of devices from the shared classroom sets	\$20
Year Five and Six Electives	\$10
Whole school events <ul style="list-style-type: none"> <li>• Bucket Filler Day</li> <li>• Harmony Day</li> <li>• School House Days</li> </ul>	\$10
<b>Total Curriculum Contributions</b>	<b>\$130</b>

<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
School Sports Victoria affiliation	\$10
Student wellbeing programs	\$10
First aid equipment	\$10
School grounds maintenance and improvements	\$10
<b>Total Other Contributions</b>	<b>\$40</b>
<b>Total Amount</b>	<b>\$170</b>



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

Our school takes great care to minimise costs to parents by ordering in bulk, discounted stationery. However, families do have the option to purchase their own supplies. Parents purchasing their own supplies must ensure that student's stationery is brought to the school on the 1<sup>st</sup> day of school, 2024. If you wish to do so, please contact the office to arrange a stationery list.

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

Pakenham Consolidated 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.

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
Other optional camps, excursions and events to be scheduled throughout 2024	\$TBA
<b>Total Extra-Curricular Items and Activities</b>	<b>\$TBA</b>

### **Financial Support for Families**

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

- the Camps, Sports and Excursions Fund
- Second-hand and low cost uniform options
- Local community supports
- 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:

Jessica Mannix

Ph: 03 5941 1511 | Email: [Pakenham.cs@education.vic.gov.au](mailto:Pakenham.cs@education.vic.gov.au)



## Total

Category	Totals
Curriculum Contributions	\$130
Other Contributions	\$40
Extra-Curricular Items and Activities	\$TBA
<b>Total</b>	<b>\$170</b>

## Payment methods

- **Compass Pay (within Compass, go to Payments Centre > Contributions)**
- Direct Deposit (BSB: 063-733 A/c No: 1015 9254 A/c Name: Pakenham Consolidated School)
- Eftpos or Cash payments at the Administration Office
- Credit Card payment plan
- Monthly Payment Plan via Bank Transfer
- Centrepay

## 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.