



PARENT PAYMENT ARRANGEMENTS FOR 2021

Dear Parent/Guardian

Somerville Primary School is looking forward to another great year of teaching and learning and would like to advise you of Somerville Primary School's parent payment arrangements for 2021

Please find the payment schedule for **Grade 2** attached.

Somerville Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Please complete the **payment** form on page 3 & 4 and return it to the school by **25 October 2020** so the school can place the stationery pack order. Payments can be made from 2 November 2020. Full payment is due by Monday 18 January 2021.

FINANCIAL SUPPORT FOR FAMILIES

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

- **Second-hand uniform shop:** In order to support parents/guardians in meeting the costs of their children's education, parents/guardians can visit the school where good quality second-hand uniforms are available for a gold coin donation.
- **CSEF: The Camps, Sports and Excursions Fund** provides payments for eligible students to attend activities like: school camps or trips; swimming and school-organised sport programs; excursions and incursions. To be eligible to receive the package the student must be a CSEF recipient, generally families who hold a concession card. Please contact the office for more information.
- **State Schools Relief (SSR):** This is an organisation whose purpose is to support families suffering financial hardship with school requisites such as uniforms, books etc. Prep packages are also offered to those families who have a health care card and receive the CSEF funding. Please contact the school for assistance with SSR.

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

David Tapp, Raelene Harvey or Jane Buchanan
Ph.: 03 5977 5421 | Email: somerville.ps@education.vic.gov.au

PAYMENT METHODS

Payments can be made anytime from **Monday 2 November 2020**. We ask that stationary packs are paid in full by **Monday 18th January 2021**.

BPAY

Your unique family reference can be found on your family statement or by calling the school.

EFTPOS or CREDIT

Payment by *EFTPOS* or *CREDIT CARD* can be made at the school administration office where a receipt will be issued. Payment can also be processed over the phone where a receipt will be sent home.

CASH

Payment by *CASH* can be made at the school administration office where a receipt will be issued

REFUNDS

- Refunds will only be considered on completion of a parent refund application form and submitted to the Principal.
- Refunds for camp/excursion/incursions/activities will only be processed if the school has not incurred a cost. (For example: if your child has not attended and we were not notified beforehand and the organiser has charged us).
 - For medical reasons, please provide medical certificates to support your request.
- Refunds will not be processed for voluntary or optional funds paid to the School.

STATEMENTS

Statements will be emailed to parents in term 4, 2020. The statement will show family Bpay and individual references details. The statement will show the essential items for 2021.

The primary school may elect to notify parents/guardians of outstanding charges by posting/emailing a Statement of Accounts to the person nominated to receive correspondence for a particular student.

The accounts are normally processed twice a year, but in some instances may be processed more often where directed by School Council and/or the Principal. Reminders for unpaid essential education items or optional extras will be generated and distributed on a regular basis to parents/guardians, but not more than once a term.

All records of payments or contributions and any outstanding payments by parents/guardians and guardians are kept confidential.

ESSENTIAL STUDENT LEARNING ITEMS

Included is a list of items and activities which are essential for your child to learn the standard curriculum. You may choose to purchase the stationery pack through the school or provide your own.

OPTIONAL ITEMS

Somerville Primary School offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child. If you would like to purchase an item or activity for your child, please indicate on the table on page 4.

VOLUNTARY CONTRIBUTIONS

Somerville Primary School continues to welcome your voluntary contributions to support our school. You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students.

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

EXCURSION/ INCURSIONS/ACTIVITIES

Permission forms and associated costs of activities like: school camps or trips; swimming and school-organised sport programs; excursions and incursions will be posted up on Sentral throughout the year.

Yours sincerely,



Acting Principal, David Tapp



School Council President, Erica Brady



GRADE TWO 2021 PAYMENT SCHEDULE

Please return this completed sheet to the school

Student Name

Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum. You may choose to purchase the stationery pack through the school or provide your own.

STATIONERY PACK			
A4 project paper	PACK 1	1	\$70.00
Maped shaker sharpener 2 hole	EACH	1.	
School scissors blue handle 6 inch	EACH	1.	
FABER CASTELL JUMBO PLAYSAFE MARKERS 12s	PK 12	2.	
Faber castell triangular grip blacklead pencils 2b	EACH	12.	
Large tartan 1 zip pencil case 340 x 170mm	EACH	1.	
Bostik glu stik 35gm	EACH	4.	
Display book a3 sovereign 20p insert front cover black	EACH	1.	
Document wallet a4 button clear	EACH	1.	
Reader cover 297 x 210 x 20 mm large with tape	EACH	1.	
Writer premium exercise book dotted thirds 18mm 64 page a4	EACH	5.	
Targeting handwriting book two	EACH	1.	
Kluwell home reading junior level yellow level	EACH	1.	
Best buddies mega scrapbook 100gsm 64 page	EACH	5.	
Belgrave jumbo triangular pencils 5mm pack 12	PACK 1	2.	
Expo sharpie whiteboard marker bullet tip 2.0mm wallet 4	PACK 1	1.	
Staedtler 526 c20 school eraser large	EACH	4.	
Olympic stripe exercise book dotted thirds 18mm 64 page 225 x 175mm	EACH	1.	
A4 laminating pouches	POUCHES	10	
ON LINE LEARNING SUBSCRIPTIONS			
Reading eggs	\$14.20		\$27.70
Mathletics	\$11.80		
Resilience project	\$ 1.70		
SPECIALIST PROGRAMS			
Consumable materials for Art - Includes craft paper, glitter, paints, cardboard etc	\$15.00		\$20.00
Consumable materials for Japanese - Includes special origami paper	\$5.00		

Total for Essential Student Learning Items: \$70.00+ \$27.70 + \$20.00 = \$ 117.70

Optional Items:

Somerville Primary School offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child. If you would like to purchase an item or activity for your child, please indicate on the table below.

SPS Reader Bag - every child from Prep to Grade 6 is expected to have a reader bag	\$10.00	
Moki drops headphones black	\$11.00	
Total optional amount payable		\$

Voluntary Items:

Somerville Primary School continues to welcome your voluntary contributions to support our school. You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students.

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not

	Tax deductible	Suggested Contribution per family	Amount you wish to contribute
Building Fund	Yes	\$40.00	
General	No	\$20.00	
Total voluntary amount payable			

Summary of payable amount to Somerville Primary School

Total Essential Student Learning Items	\$117.70
Optional items	\$
Voluntary contribution	\$
TOTAL amount payable to Somerville Primary School	\$

☐ Please tick if you choose to purchase your own stationery pack. Should you choose this option, ALL items must be with your child on the first day of term 1, 2021 ready for learning.