



November 1, 2023

Dear Parent/Carer,

At Somerville Primary School our mission is to provide a high quality, supportive and engaging learning program. The ongoing support and contributions you make ensure that we can deliver the best possible teaching and learning programs and assists us in improving academic, social, and emotional outcomes for your child. We are looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2024.

To streamline the process of providing students with learning resources, our contributions for 2024 are **INCLUSIVE OF STUDENT BOOK PACKS** and other necessary student consumable items, which will all be delivered directly to the school.

Due to the outstanding support of our community in 2023 Somerville Primary School has achieved the highest results in the history of the school. Individual students are taught, challenged, and supported with every learning opportunity.

We have been able to purchase 2000 new books including, take-home books to support what is being taught at school, guided reading books for explicit instruction and new books in the library for all students to access high quality and engaging literature. The library has also been refurbished with new furniture, fixtures and fittings, lights, and carpet. We have also refurbished the Prep Classrooms with new wall coverings and carpet.

Our grounds are looking fantastic with the redevelopment of the front gardens, new paths, mulching, interactive games/activities, and an abundance of new plants from our successful student tree planting day.

Moving into 2024 our objective is to continue supporting and developing the academic learning and growth of our students while providing exceptional wellbeing programs to support their physical and mental health.

With your support, we are looking forward to building a new adventure playground for all students (and teachers) and fitting new soccer goals/nets, as well as updating some existing parts of the playground. Playgrounds play an integral role in developing students physical, social, emotional, and cognitive development. We want to ensure we are giving our students every opportunity to have multisensory play experiences that help to build the brain more quickly.

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 best possible opportunities for our students' achievements, successes, and wellbeing, are possible because of your contributions and support.

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

Should you have any questions regarding our Parent Contributions for 2024 please do not hesitate to contact us.

Yours sincerely,

**David Tapp – Principal**

**Tu'uhevaha Lino – School Council President**









<b>2024 CURRICULUM CONTRIBUTIONS</b> Items and activities that students use, or participate in, to access the Curriculum	<b>AMOUNT PER STUDENT</b>
<p>STUDENT CLASSROOM REQUISITES</p> <ul style="list-style-type: none"> <li>• <b>Year level specific ‘book pack’ student requisites <u>delivered directly to class</u></b></li> <li>• General additional classroom materials &amp; equipment - Shared poster paper, coloured paper, craft items, items for cooking activities, etc.</li> <li>• Printing and photocopying of worksheets and learning materials</li> </ul> <p>SPECIALIST SUBJECT CONSUMABLES, MATERIALS &amp; EQUIPMENT Including but not limited to:</p> <ul style="list-style-type: none"> <li>• Art Materials such as paint, crayons, glitter, coloured paper, etc.</li> <li>• Science/STEM – materials, equipment &amp; resources</li> <li>• Mathematics equipment &amp; resources</li> <li>• English resources</li> <li>• PE equipment</li> <li>• Music/Performing Arts equipment &amp; resources</li> <li>• Languages (Auslan) – equipment &amp; resources</li> </ul> <p>ONLINE SUBSCRIPTIONS &amp; ASSESSMENTS</p> <ul style="list-style-type: none"> <li>• Essential Assessment (Numeracy, Literacy, etc)</li> <li>• PAT Resources &amp; Assessments (Maths, Reading, G&amp;P, AGAT)</li> <li>• Literacy Pro</li> </ul> <p>INFORMATION AND COMMUNICATION TECHNOLOGY</p> <ul style="list-style-type: none"> <li>• Provision and upkeep of school owned devices and sets</li> <li>• Software and equipment for our ICT program</li> </ul>	<b>\$ 220.00</b>
<b>2024 OTHER CONTRIBUTIONS</b> Non-curriculum items and activities	<b>AMOUNT</b> <b>(suggested per student)</b>
Additional School Programs: Enhanced student wellbeing programs (including breakfast club, toast and talk), First Aid support, enhanced school communication, affiliations/memberships (eg. School Sports Victoria)	<b>\$25.00</b>
School Buildings & Grounds: Funds to assist us with maintaining and developing our school facilities	<b>\$25.00</b>
School Donation: To support planning of special projects and provide additional resources for students	<b>\$10.00</b>
<b>Total Other Contributions</b>	<b>\$60.00</b>



2024 TOTAL CONTRIBUTION ITEMS	TOTALS
Curriculum Contributions	\$220.00
Other Contributions ( <i>Non-tax deductible</i> )	\$60.00
<b>Total</b>	<b>\$280.00</b>



## 2024 EXTRA-CURRICULAR ITEMS AND ACTIVITIES – provided on a user-pays basis

Somerville Primary 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.

These programs will include activities such as optional camps, excursions, incursions, Year 6 special uniforms, sports programs, graduation activities, etc.

The cost of extra-curricular items and activities will be advised throughout the year.

## FINANCIAL SUPPORT FOR FAMILIES

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

- Families can apply for State Government or community support programs such as the Camps, Sports and Excursions Fund (CSEF), State Schools Relief (SSR), Westernport Community Support (applications open now until January-our school Chaplain Katharine Goschnick is often there Thursday mornings)
- Payment plans can be arranged for Extra-Curricular Activities such as Camps and Excursions
- Second hand uniforms are available for sale at the office – gold coin donation

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please feel comfortable to contact either: David Tapp, Principal or Melissa Barrett, Business Manager via **Ph:** 03 5977 5421 or **Email:** [somerville.ps@education.vic.gov.au](mailto:somerville.ps@education.vic.gov.au)

## 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.

## PAYMENT METHOD FOR CONTRIBUTIONS

Contribution payments for 2024 will be sent out for payment via Compass using their Compass Pay facility.

Should you wish to pay by instalment we welcome you to set up a payment plan.

If you would like to confidentially discuss any other form of payment arrangement or require assistance, please do not hesitate to contact us, we are here to support you.



# 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.