



Dear Parent/Guardian,

Eltham North Primary School is looking forward to another great year of teaching and learning and would like to advise you of Eltham North Primary School's voluntary financial contributions for 2025.

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. We want to thank you for all your support, whether that's 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 our students with a wide variety of subjects and special curriculum experiences, equip classrooms with modern and comfortable furniture, safe playground surfaces and play equipment. It enables school facilities to be upgraded to ensure that the children have a safe, functional, and pleasant environment in which to learn.

**Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum.**

As a school, we provide students with a range of resources, online materials and invest in state-of-the-art computing and audio-visual devices. We see these items as critical to your child's core learning at school. We provide the latest technology through the provision of Apple hardware like classroom computers and iPads. We have interactive whiteboards in all classrooms and a technician to maintain this technology. Although we receive funding from DOE to purchase resources and technology, your contribution provides additional funds to enhance quality, variety, and quantity of these necessary curriculum items.

**Other Contributions – for non-curriculum items and activities**

**Student Wellbeing**

Student Wellbeing at ENPS is a major priority as we understand the critical importance that strong levels of personal wellbeing have on student learning outcomes. A range of student wellbeing programs and initiatives have been implemented that require ongoing resourcing, such as the Wellbeing Centre (available for students to utilise at lunchtimes), Peaceful Kids and Mindful Meditation resources, as well as Lunchtime Activity Programs.

**First Aid**

ENPS employs Level 2 Trained First Aid assistants during the lunch and recess breaks each day. The staff trained must complete rigorous professional development. The School Council has endorsed this initiative for many years as they recognise the high demand on the first aid room at recess and lunchtimes.

**School Grounds Maintenance and Improvements**

This contribution provides resources to maintain the school grounds and buildings. School Council employ a part time maintenance person to maintain the upkeep of the school.

**Tax Deductible Contributions - Building and Library Trust Funds.**

These funds allow the purchase of library books and small building projects like pergolas, tables, fencing, air conditioners and playground equipment.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read 'David Foley', is written over a faint background watermark of a bell.

David Foley  
Principal

A handwritten signature in black ink, appearing to read 'Kristina Chaston', is written over a faint background watermark of a bell.

Kristina Chaston  
School Council President



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Prep classroom consumables, materials & equipment Mathematics – learning tools/class sets eg. counters, dice, blocks (\$10) English –readers, book boxes, literacy games (\$15) Sports – equipment (\$5) Art – paint, crayons, glitter, coloured paper (\$15) Science- consumables (\$5) Music- instruments (\$5) Little Learners Love Literacy Reading Journal (\$6)	\$61
Prep Online Subscriptions: (Eg: Mathletics)	\$14
Prep ICT Devices – provision of iPads/digital whiteboards/audio equipment	\$100
Prep Printing and photocopying of worksheets and learning materials	\$25
Other Contributions - for non-curriculum items and activities	
Student wellbeing programs	\$20
First Aid	\$50
School grounds maintenance and improvements	\$50
Compass App	\$20
Tax deductible contributions	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$75
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$25
<b>Total Amount</b>	<b>\$440</b>

### Educational items for students to own

Under new Department of Education & Training guidelines, schools may no longer on-sell educational items to families. As a result, in 2025 we invite and encourage you to purchase educational items such as stationery, textbooks calculators from [www.kookaburra.com.au/login](http://www.kookaburra.com.au/login). Alternatively, you may elect to provide the items yourself. For classroom consistency we ask that you provide identical items to those listed and ensure your child has all items ready to commence learning at the beginning of Term 1, 2025. Please refer to the list of items that the school recommends you purchase for your child to individually own and use at

[www.kookaburra.com.au/login](http://www.kookaburra.com.au/login)

**User Name:** ELTHA007

**Password:** student5



## Extra-Curricular Items and Activities

Eltham North 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
2025 Incursions/Activities and Excursions	Capped at \$100 per student
Optional: Life Education	Approx \$19
<b>Total Extra-curricular Items and Activities</b>	

## Payment Methods



Contributions can be paid via the Course Confirmation Section from the Compass Homepage. Standard Term Instalments are available for selection.

Customisable Payment Plans are also available as a weekly, fortnightly or monthly payment through Compass. Please contact the Office to arrange a plan that suits your personal budget.

Compass Wallet may be used to manage payments



Billor Code: 87361  
Ref No: *Contact the office if you require this number*



Pay in Person at the School Office by Cash/Cheque/EFTPOS Credit Card

## Financial Support for Families

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

*The [Camps, Sports and Excursions Fund \(CSEF\)](#) provides payment for eligible students to attend camps, sports and excursions. Families holding a valid means-tested concession card or temporary foster parents are encouraged to apply for CSEF and will be assisted with applications.*

*The Principal or Assistant Principal may request assistance from [State Schools' Relief](#) on behalf of parents or Carers experiencing difficulty covering the costs of uniforms and books.*

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

*David Foley or Tandy Johnson*

Ph: 03 9439 9639 | Email: [david.foley@education.vic.gov.au](mailto:david.foley@education.vic.gov.au) or [Tandrea.johnson@education.vic.gov.au](mailto:Tandrea.johnson@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 Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

A request for a refund does not automatically equate to a full refund of all money paid

The policy will ensure that the school will not incur direct costs for optional activities such as camps and excursions.

### Refunds for Camps and Excursions:

Charges for excursions, incursions, activities, camps and sports events are calculated on a cost recovery only basis, according to the number of students who have indicated their attendance. Eltham North PS do not aim to make a profit off such events.

Participation of students in an excursion, incursion, activity, camp, or sport event is indicated through payment and provision of consent completed by the parent/carer.

The school's budget is unable to cover shortfalls in funding for an excursion, incursion, activity, camp, or sport event due to the subsequent non-participation of a student who had previously indicated attendance of the activity. Fee refunds (in full or part thereof) may therefore be dependent on the following:


- a) Where the school is charged for the provision of a program or service as a bulk cost and not per head cost (eg: buses), no refund is able to be given.
- b) Where a per head fee is charged refunds may be able to be given

**A full refund will be given for any accident or illness which prevents a student from participating in such activities.**




# 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:

<p><b>Curriculum Contributions</b> Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.</p>	<p><b>Other Contributions</b> Voluntary financial contributions for non-curriculum items and activities that relate to the school’s functions and objectives.</p>	<p><b>Extra-Curricular Items and Activities</b> 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.</p>
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- 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.