



2022 Parent Payment Schedule

Dear parent/guardian,

Yea Primary School is looking forward to another great year of teaching and learning and would like to advise you of Yea Primary School's voluntary financial contributions for 2022 bringing us in line with the Department of Education's 2022 Policy update.

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. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to upgrade our facilities including new playgrounds, to purchase additional books for our library, provide a 1:1 Laptop Program to enhance digital learning opportunities and to also offer additional subjects such as Ukulele, Home Economics, Hands On-learning, Science, Art and Chinese language tutoring. Other great programs like Boite, visiting authors, additional maths tutoring, skipping etc. have all been able to be planned for in the knowledge that we can use some school funds from parent payments to help fund these enriching programs.

While we can confidently reassure families that we will continue to offer excellent programs and learning for all students at Yea Primary School the policy changes do mean that we are unable to budget for parent payments next year, meaning some programs may need to be reduced or modified. While we will aim to minimise the disruptions, all support from parents and families will help us to continue to provide excellent resources for your child's learning at school.

As many of you would be aware over the last few years, through careful management the school has provided a 1:1 laptop program. Next year we will still have enough laptops to maintain these ratios but will switch to a shared device program. This will mean that students will still have ample access to technology for their educational needs but that they won't have one device specifically assigned to them. This will also allow us to work out how many laptops the school can afford to manage in our fleet and the best way to fund our laptop program moving forward.

There will be some other changes to how the parent payment policy works. Payments are broken up into 3 categories; **Curriculum Contributions** which includes all of the items the school deems necessary for students to learn the curriculum, **Other Contributions** relating to non-curriculum items and activities that relate to the school's functions and objectives, and finally **Extra-Curricular Items and Activities** which are optional but enhance and enrich the student learning experience which will be included on a user pays basis. A one-page overview is provided as an addendum. 2022 parent payments are now aligned with the Departments' current policy.

Previously the school was able to purchase student equipment packs on behalf of families and then invoice families for these packs. Families will now be required to purchase equipment packs for their child/rens independently and prior to commencing the school year. Year level specific Equipment Lists will be sent home with your child/ren in week 5 of term 4. We suggest using COS (Complete Office Supplies), our preferred supplier due to their professionalism, experience, online platform, quality and delivery terms. Instructions for access to the COS portal will be included with the equipment list correspondence. Please note free delivery timelines when ordering. You may choose to purchase the same items from another supplier if you wish.

We are continually to improve the school and the learning experience of our students and parent contributions go a long way to helping us achieve our striving goals. Contributions to the Building and Library Funds are also tax deductible and a Tax Receipt will be issued with all payments to these funds. We consider it an honour to share in your child's learning journey and look forward to a fabulous 2022.

Yours sincerely

Craig Irvine
Yea Primary School Principal

Erin Papadopoulos
School Council President



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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials & equipment</i> <ul style="list-style-type: none"> • Art (\$28) • Science (\$15) • Mathematics (\$15) • Literacy (\$20) • Physical Education (\$12) • Home Economics (\$10) • Technology & Engineering (\$20) 	\$120
<i>Online Subscriptions</i> <ul style="list-style-type: none"> • Studyladder (\$12) • Essential Assessments(\$15) • Chinese Tutor (\$45) • Ipad apps (\$10) • Sentral App (\$8) 	\$90
<i>ICT Devices – provision of devices from the shared classroom sets</i>	\$25
<i>Printing and photocopying of worksheets and learning materials</i>	\$25
<i>Whole school events</i> <ul style="list-style-type: none"> • Athletics carnival - entry and transport • Swimming carnival – entry and transport • Chinese Cultural day – entry and transport • NAIDOC week celebration • Elf Day 	\$15
TOTAL CURRICULUM CONTRIBUTIONS	\$275

Other Contributions - for non-curriculum items and activities	Amount
<i>Cluster Sports School Sports Victoria membership</i>	\$8
<i>First aid equipment</i>	\$5
<i>School grounds maintenance and improvements</i>	\$12
TAX DEDUCTIBLE CONTRIBUTIONS:	
Building fund. <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i>	\$50
Library fund. <i>A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.</i>	\$50
TOTAL OTHER CONTRIBUTIONS	\$125



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Equipment Lists

Your Child/ren will receive Equipment List at the end of week 5, term 4. The school recommends that you purchase these items from **COS online** for your child to individually own and use for the 2022 school year. Details and access to the COS Portal will be included with the Equipment Lists.

Extra-Curricular Items and Activities

Yea 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>School magazine/ yearbook</i>	\$15
<i>Optional school camp</i>	TBA
<i>Optional Interschool Sports</i>	TBA
<i>Other optional camps and excursions to be scheduled</i>	TBA
<i>Skipping Competition</i>	TBA
<i>Boite Choir</i>	TBA
<i>ICAS competitions</i>	TBA
<i>School Photos</i>	TBA
<i>Graduation</i>	TBA

Financial Support for Families

Yea 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)
- Various school-based options for payment

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

Fiona Joseph
Ph. 03 57972724 | Email: accounts@yeaps.vic.edu.au

Category	
Curriculum Contributions	\$275
Other Contributions	\$125
Extra-Curricular Items and Activities	TBA

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.



Voluntary Payment Options

Please bring this completed document with you when making payment.

Family Name : _____ Child/rens' Names:1. _____ 2. _____ 3. _____

Payments can be made at the office anytime from 8th Nov 2021 between 8.30 am and 4:00pm.

Please indicate your preferred method of payment:

- Option A (full amount)
- Option B (Quarterly payments WITH authorisation given for auto deductions)
- Option C (Half yearly payments WITH authorisation given for auto deductions)
- Option D (other payment arrangements)*

OFFICE USE ONLY

PAYMENT RECORD

1.	Description: _____	Amount: _____	Date: / /	Method: _____	Date: _____	Officer: _____
2.	Description: _____	Amount: _____	Date: / /	Method: _____	Date: _____	Officer: _____
3.	Description: _____	Amount: _____	Date: / /	Method: _____	Date: _____	Officer: _____
4.	Description: _____	Amount: _____	Date: / /	Method: _____	Date: _____	Officer: _____
5.	Description: _____	Amount: _____	Date: / /	Method: _____	Date: _____	Officer: _____



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Please indicate your payment method (tick box)

EFTPOS

Cheque

Cash

I have enclosed payment of \$ _____

PLEASE NOTE:

If paying via Bpay, Direct Deposit or the QKR app you must notify the school by Emailing: accounts@yeaps.vic.edu.au

Reference your payment by including:

- 1. Copy of your Deposit Receipt / Reference*
- 2. Student Name*
- 3. Description of payment e.g. Voluntary Other Contributions - Library Fund*

Bpay



Billor Code and Reference No is unique to every family and can be found at the bottom of your family statement or alternatively contact Business Manager PH: 57972724

BPAY Receipt No: _____ Date of payment : _____

Options continue on pages 6 & 7



Direct Deposit

Account Name: Yea Primary School Council

Bank: Commonwealth Bank of Australia BSB: 063812 Account Name: 10015325

Reference# : _____ Date of payment : _____

Qkr MasterCard App

Payments can be made using the quick and easy Qkr MasterCard app on your phone by selecting Parent Payments and your child's name. Please see separate instructions for this application or alternatively contact the school admin for assistance with setting up this app and navigation.

Scheduled Credit Card Payments Authority

I authorise the school to deduct the following Credit Card payment

1. Once off payment of \$_____ or 2. Instalments of \$_____ to be deducted on (please tick)

7th March, 2022,

23rd May, 2022,

8th August, 2022 and

24th October, 2022

Please complete CREDIT CARD DETAILS below



CREDIT CARD DETAILS (print clearly and ensure all details below are completed)

Name on Card: _____ (AMERICAN EXPRESS & AMEX CARDS NOT ACCEPTED)

Card Number:

Expiry Date of Card: / CCV:

(on back of card)

Name of card holder: Address: Postcode:

Telephone: Signature: _____ Date: _____

If your details change please update the schools record. Your records are strictly confidential and only kept on file in a secure location. All records will be destroyed once final payment is made.

Option D

The school appreciates that families may sometimes experience financial difficulties. Families who do not have an immediate capacity to pay are also able to enter into alternative and confidential payment arrangements with the school.

Please make an appointment with the school to discuss your circumstances and the available options

Payment Plans work for many of our families and we are happy to organise a plan with you. Should you require further information or would like to set up a plan please contact Fiona on (03) 57972724.

Final note
It is imperative that you advise the school of any payments and their purpose so that deposited money can be correctly matched to your family/child's account and or invoiced item. Advice can be forwarded to accounts@yeaps.vic.edu.au



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

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.