

# CARNEGIE PRIMARY SCHOOL

Established 1888

51 Truganini Road  
Carnegie 3163  
Acting Principal: Matthew Vines



Phone: 03 9571 2662  
Email: [Carnegie.ps@education.vic.gov.au](mailto:Carnegie.ps@education.vic.gov.au)  
[www.carnegieps.vic.edu.au](http://www.carnegieps.vic.edu.au)

Welcoming • Engaging • Achieving

8<sup>th</sup> November 2022

Dear Parent/Guardian,

Carnegie Primary School is looking forward to a great year of teaching and learning and would like to advise you of the voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and all contributions are voluntary. The environment and resources that we enjoy today represent the contributions made by our parent community over the years. The voluntary contributions make a significant difference to the quality of the programs provided. This financial support ensures that the school can continue to provide the excellent range of facilities and resources for your children.

This support has allowed us to:

- Provide high quality programs and specific subject materials and equipment for English, Mathematics, Science, ICT, Art, Music, Inquiry, Discovery, Language and Physical Education.
- Ensure the upkeep of our digital computer devices, smart boards, iPads and Laptops to enhance learning opportunities.
- Maintain sufficient class sets of books for students to develop their reading skills.
- Maintain and enhance the school grounds.
- Facilitate Literacy and Mathematics online digital subscriptions to enhance learning.
- Purchase stationery supplies for individual students and class bulk supplies.

We want to thank you for all your support for financial assistance, fundraising and volunteering your time. This has made a huge difference to our school and the programs we can offer.

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

Yours sincerely,

Matthew Vines  
Acting Principal

Verity Walker  
School Council President

# CARNEGIE PRIMARY SCHOOL

## SCHOOL REQUIREMENTS FOR YEAR 4 2023

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<b>Year 4 Student Class Requirements</b> <ul style="list-style-type: none"> <li>• Exercise and scrap books, display books, document wallets, markers, writing pencils</li> <li>• Targeting handwriting student book, Diary, mini whiteboards</li> </ul>	\$ 70.00
<b>Year 4 classroom consumables, materials &amp; equipment</b> <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper, cardboard etc.</li> <li>• Integrated Studies – Discovery, Science, Sustainability materials</li> <li>• Mathematics – numeracy materials, digital and printed</li> <li>• English – book boxes, readers, printed materials</li> <li>• Sports – sport equipment</li> </ul>	\$ 65.00
<b>Year 4 Online Subscriptions</b> <ul style="list-style-type: none"> <li>• Athletics</li> <li>• Reading Eggs</li> <li>• Typing Tournament</li> <li>• Cyber Safety &amp; Wellbeing</li> </ul>	\$ 42.00
<b>Year 4 ICT Devices</b> <ul style="list-style-type: none"> <li>• Provision of iPads &amp; laptops from the shared classroom sets, Wifi, software</li> </ul>	\$ 30.00
<b>Total Amount for Curriculum Contributions</b>	<b>\$207.00</b>
<b>Other Contributions – for non-curriculum items and activities</b>	<b>Amount</b>
Grounds maintenance	\$ 30.00
ICT Computer contribution for renewal of ICT Equipment	\$ 70.00
<b>Total Amount for Other Contributions</b>	<b>\$100.00</b>

### Extra-Curricular Items and Activities

Carnegie 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.

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
<i>Incursions / Excursions – Individual amounts charged with each event</i>	\$85 Max for Year
<i>Swimming – 10 lessons over 2 weeks intensive</i>	\$150 Approx.
<i>Year 4 Camp</i>	\$TBA
<i>Year 4 House Swimming, Athletics and Cross Country Carnivals</i>	\$40-50 Approx.

**Financial Support for Families**

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

- the Camps, Sports and Excursions Fund
- payment plans

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

*Philippa Sciffer*

Ph: 03 95712662 | Email: [Philippa.sciffer@education.vic.gov.au](mailto:Philippa.sciffer@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*

Total Contributions Summary Year 4	
Curriculum Contributions	\$207.00
Other Contributions – Grounds maintenance	\$ 30.00
- ICT contribution	\$ 70.00
Extra-Curricular Items and Activities – to be individually charged with each event	\$PAYG
<b>TOTAL AMOUNT</b>	<b><u>\$307.00</u></b>

CHILDS NAME: .....

Year 4            A   B   C    (Please circle)

**Please nominate method of payment below, return form and payment (if not paying on Compass) to the school office by Friday 10<sup>th</sup> February 2023.**

Cash    EFTPOS at Office     Compass (Visa or Mastercard)

Payment by Credit Card directly to the office:    Visa    or    Mastercard ONLY

Card Number:

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Expiry date: \_\_\_\_ / \_\_\_\_

Amount Payable \$.....

Cardholder’s Name:.....

Cardholder’s Signature.....    Contact No: .....

Thank you, your contribution is appreciated

# 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.