



**MEADOWS**  
**PRIMARY SCHOOL**  
& KINDERGARTEN

Dear Parent/Guardian,

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

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 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 is through fund raising 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 facilitate a wider offering of subjects such as Auslan, enhanced digital learning opportunities by ensuring every student has access to a device, and the upgrade of our playground equipment amongst many other things.

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 that reads "Leanne".

Leanne Lewis  
Principal

Chanelle Ryan  
School Council President



Curriculum Contributions- Items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom Consumables, materials & equipment <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, colored paper</li> <li>• Science – chemicals, equipment</li> <li>• Mathematics – numeracy blocks, calculators</li> <li>• English – books, novels</li> <li>• PE – sports equipment</li> </ul>	\$120
ICT devices – provision of devices from the shared classroom sets	\$20
Printing and photocopying of worksheets and learning materials	\$10
<b>Total Curriculum contributions</b>	<b>\$150</b>

### **Educational items for students to own**

Attached is a list of items that the school recommends you purchase from any stationary store for your child to individually own and use.

### **Extra-Curricular items and Activities – provided on a user-pays basis**

Meadows 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.

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

Extra-Curricular items and Activities	Amount
School Camp	TBA
Excursions	TBA
<b>Total Extra-Curricular Items and Activities</b>	<b>TBA</b>



## Financial Support for Families

Meadows 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)
- State Schools Relief (SSR)
- Payment Plans for extra-curricular items and activities

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

Carol Williams                      Ph: 9309 2573  
Business Manager                Email: [carol.williams@education.vic.gov.au](mailto:carol.williams@education.vic.gov.au)

Category	Total
Curriculum Contributions	\$150
Extra-curricular items and activities	TBA
<b>TOTAL</b>	<b>\$150</b>

## Payment Methods:

- Cash
- EFT (In person or over the phone)
- Bank Transfer

## 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. Pro rata refunds will be given where full payment of school contributions have been made, and a student has exited our school during the year.



# MEADOWS PRIMARY SCHOOL & KINDERGARTEN



Department  
of Education

## 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.

## **FOUNDATION EDUCATIONAL ITEMS**

<b><u>ITEM</u></b>	<b><u>QUANTITY</u></b>
Crayola Sidewalk Chalk Assorted Pk12	1
Maxi stick 36g Glue stick	1
Educ8 Scrapbook 64pge 100gsm	4
Educ8 24mm Writing book Dotted 3rds 64pge 70gsm	2
Educ8 Scrapbook Mini 64pge 165 x 245 mm 100gsm	2
Crayola crayons Regular size 92 x 833mm	2
Staedtler twister crayons Pk12	2
Maxi-Stick 36g Glue Stick	4
Faber Castell Triangular 2B pencils Junior grip	3
Edding 360 Whiteboard marker Black Bullet	2
Slimpick wallet bright FC Assorted	30 pages
Ruled paper A4 24mm dotted thirds Portrait	30 pages
Le Cirque Cover paper A3 125gsm Assorted Ream	1
Le Cirque Cover paper A4 125gsm Assorted Ream	1
Display book A4 20 pocket refillable Blue	1
Targeting Victorian Handwriting Prep	1
Qualcraft chair bag 420 x 400mm Royal	1
Mathletics	1