



Tucker Road Bentleigh Primary School

YEAR FOUNDATION (PREP) PARENT/CARER/GUARDIAN PAYMENT POLICY ARRANGEMENTS 2025

30 October 2024

Dear parents, carers, and guardians

Tucker Road Bentleigh Primary School is looking forward to another great year of teaching and learning and would like to advise you of TRBPS's voluntary financial contribution arrangements for 2025.

Schools provide free instruction to fulfil the standard curriculum requirements, and we want to assure you that all contributions are voluntary. Every effort is made to keep the cost of the contributions to a minimum.

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 fundraising, contributions or volunteering your time. This has made a huge difference to our school and the programs that we can offer.

Within our school this support has allowed us to offer a wide range of subjects and special curriculum experiences: enhanced digital learning opportunities and equipment, faster WIFI and internet, a local school-based digital technologies technician, purchasing of extra resources for Physical Education and Sport, the Music room and Library, as well as providing a First Aid Officer.

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

If you have any questions regarding the parent/carer/guardian payments, please contact the office.

Yours sincerely,

Emma Baldwin
Acting Principal

Elizabeth Runting
School Council President



Tucker Road Bentleigh Primary School

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Classroom consumables, materials & equipment</i></p> <ul style="list-style-type: none"> • <i>Music instruments, resources and maintenance and repairs</i> • <i>Sports – awards, equipment and maintenance</i> • <i>Inquiry Learning -Science and Technology – STEM resources</i> • <i>Critical Literacy resources including take home books and tasks</i> • <i>Maths class sets - playing cards MAB counters etc.</i> • <i>Printing and photocopying of work tasks and learning materials to learn in class and at home</i> • <i>Library - to support book purchases and other equipment that sustain the library as a valuable resource</i> 	\$210
<p><i>Online Subscriptions</i></p> <ul style="list-style-type: none"> • <i>Essential Assessment – Literacy and Numeracy</i> • <i>Sunshine online, Epic and zip tales for use at school and at home</i> • <i>Compass to support report writing parent/guardian communication and student attendance</i> 	\$105
<p><i>ICT Devices</i></p> <ul style="list-style-type: none"> • <i>provision of devices from the shared classroom sets and infrastructure maintenance and equipment upgrade to sustain and enhance our ICT program</i> 	\$105
TOTAL CURRICULUM CONTRIBUTIONS	\$420
Other Contributions - for non-curriculum items and activities	Amount
<i>First aid officer and equipment to treat students and to meet student health needs when at school, on excursions and camp</i>	\$84
<i>Tissues and hand sanitiser bulk ordering</i>	\$22
<i>School grounds maintenance and improvements to keep the school looking its best</i>	\$32
<i>Non-department maintenance and replacement of classroom fixtures, such as air-conditioners, storage unit and portable Literacy boards.</i>	\$21
<i>Student Wellbeing- the school provides uniforms, events camps etc for students suffering from hardship</i>	\$6
<i>Resilience Project workbook to support our school partnership</i>	\$5
TOTAL OTHER CONTRIBUTIONS	\$170
Tax deductible contributions	
Building fund. <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (Suggested \$50).</i>	\$
Total Amount	\$



Tucker Road Bentleigh Primary School

Tucker Road Bentleigh 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 to deliver the curriculum. The cost of extra-curricular items and activities will be advised throughout the year, and these are provided on a user-pay basis.

Extra-Curricular Items and Activities

- Instrumental music lessons
- Special sport days
- Swimming
- Incursions and excursions
- School concert
- LOTE day
- School photos

Additional charges, which are set and confirmed closer to the relevant dates. These are all additional extra-curricular activities (user pay).

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)
- access to State Schools Relief Committee support via the principal to assist with clothing/uniform
- payment plans

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

Nerissa Parker (School Business Manager) through the administration office on 03 9557 2044 or email: tucker.rd.bentleigh.ps@education.vic.gov.au

Total:

Category	
Curriculum Contributions	\$420
Other Contributions	\$170
Building Fund (Suggested \$50)	<i>Tax deductible</i>
Extra-Curricular Items and Activities	TBA



Tucker Road Bentleigh Primary School

Payment Methods

TRBPS continues to welcome any voluntary contributions to support our school. The school would welcome any voluntary contributions this term or the commencement of the 2025 school year. Voluntary Contributions can be made paid through the Parent Portal on Compass.

School council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building Funds.

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether you wish to contribute or not.

Refunds

Parent/carer 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 reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent/Carers Payment Policy and guidance, Finance Help for Families Policy, and any other relevant information.

Please find the attached the Department of Education's one-page Parent/Carer/Guardian Payment Arrangements Policy overview.



Tucker Road Bentleigh Primary School

PARENT/CARER/GUARDIAN 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/CARER 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.