



Cranbourne West Primary School

Dear parent/guardian,

Cranbourne West Primary School is looking forward to another great year of teaching and learning and would like to advise you of Cranbourne West Primary School's voluntary financial contributions for 2022.

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

Within our school this support has allowed us to offer a wide range of subjects, special curriculum experiences and enhanced digital learning opportunities.

Please find below Cranbourne West Primary School's voluntary financial contributions schedule for 2022, which includes an overview of what your contributions will contribute towards.

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

Yours sincerely,

Andrew Bergmeier

Principal

Kristen New

School Council President

Educational Items for students to own

Our School takes great care to minimise costs to parents by ordering in bulk, discounted stationary. However, families do have the option to purchase their own supplies. Parents must ensure that student's stationary is brought to the school on the 1st day of school, 2022. If you wish to do so, a stationary list can be collected from the office.

Voluntary Contributions

Cranbourne West Primary School continues to welcome your voluntary contributions to support our school. 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 to make a contribution or not.

Extra-Curricular Items and Activities

Cranbourne West 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.

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"> • Specialist Subjects – Art and Science supplies and Sport equipment (\$20) • Classroom consumables, materials & equipment (\$80) • Printing and photocopying of worksheets and learning materials (\$11) • Class Sets of Books and Stationery (\$10) 		\$121
Online Subscriptions <ul style="list-style-type: none"> • Seesaw (\$8) • Reading Eggs (\$10) • Essential Assessment (\$10) • Mathletics (\$11) • Sentral (\$10) 		\$49
ICT Devices – provision of devices from the shared classroom sets		\$10
Whole school events <ul style="list-style-type: none"> • Harmony Day • Life Education Van 		\$20
Other Contributions - for non-curriculum items and activities		Amount
Student wellbeing programs		
First aid equipment		
Total Amount		\$200
Extra-Curricular Items and Activities	Amount	Purchase (Please tick)

Other optional camps and excursions to be scheduled throughout 2022

TBA

-

Total Extra-curricular Items and Activities

\$

Totals

Category	Amount	
Curriculum Contributions	\$200	\$
Other Contributions	\$	\$ -
Extra-Curricular Items and Activities	TBC	-
Payment Amount Total		\$

Financial Support for Families

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

- The Camps, Sports and Excursions Fund
- Second-hand Uniform and low-cost options e.g. school clothing pool, low cost suppliers
- Local community supports

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

Debbie Dodd - Financial hardship contact person:

0409 419 306 or 5996 2878 or Email: debbie.dodd@education.vic.gov.au or by Messenger

Sheryl Lucas: 5996 2878 or Email: sheryl.lucas@education.vic.gov.au

Lida Lida: 5996 2878 or 0436 489 657 between 8.30am to 4.30pm

Mary Graham: 5996 2878 or Email: mary.graham@education.vic.gov.au

The Camps Sports & Excursion Fund (CSEF) is available for eligible families. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. Application forms can be accessed [here](#) or request a copy from the Office. Parents who currently receive the CSEF and who remain eligible will automatically have their 2022 application processed by the School.

Payment methods

Bpay (Preferred method)

Eftpos payment at the Front Office

Direct Deposit

Payment Plan

Centrepay

Early Bird Draw

CWPS is offering the amount of one child's Parent Payment as a prize for Early Bird Payment. To be eligible for the Early Bird draw, Parent Payment's that are PAID IN FULL by Friday 3rd December will automatically be included in the draw to be announced at assembly on 10th December 2021.

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.

Please also refer to Cranbourne West Primary Schools Refund Policy on our Website <https://www.cranbournewestps.vic.edu.au/about-us/school-profile/school-policies/>

2022 PARENT PAYMENT FORM

METHOD OF PAYMENT

PLEASE FILL IN RELEVANT SECTION AND RETURN THE COMPLETED PAGE

Name of Student: _____ Home Group: _____ Amount \$.....

BPAY

Bill Code: **87361** Family BPAY Ref No: **15189** _____

(Statements detailing your BPAY reference number will be provided to parents in November, or contact Mary Graham at the school)

CREDIT CARD PAYMENTS - Please complete Details

Bankcard Mastercard Visa

_____/_____/_____/_____ Amount: \$_____ Expiry Date ____/____

Name on Card: _____ Authorised Signature: _____

DIRECT DEBIT

Using child's student I.D. Code, e.g. SMI0003 (found on the statement), payment has been deposited into the school's bank account as follows:

Student ID Code: _____ Date paid: _____

School's **BSB: 633-000** Account No: **134846831**

Name of Account: Cranbourne West Primary School Council Official Account

FAMILY CREDIT at the school

Parent/Guardian's Name in Full: _____ Signature: _____

EFTPOS Please phone the office on 5996 2878 to organise a time to come and process the payment

CENTREPAY (MINIMUM OF \$20.00)

Regular payments can be deducted from your Centrelink payments. Deductions are organised online by the parent. The service provider's (Cranbourne West Primary School) Centrepay reference number is **555 085 418 J** and your account number is your child's Student ID code. eg: SMI0001. If you need any assistance with these details please contact the front office. Please complete the form overleaf and return to the school.

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.

CRANBOURNE WEST PRIMARY SCHOOL

PAYMENT PLAN APPLICATION



Date: / /

Name:

Address:

Contact Number

Student/s Name/s:.....

Home Group:

Required for: Camp	Amount
Excursion	Amount
Other	Amount
	Total

Date..... Deposit: \$ Method of payment Rec No.....

Repayments:

\$	Weekly / Fortnightly / Monthly	Balance outstanding	\$.....
			\$.....
			\$.....
			\$.....

Bpay Biller Code **87361** Family Reference No. **15189**_____

Centrepay School ID **555 085 418 J** and Student ID Code.

Direct Debit into Schools Bank account BSB 633-000 Account No 134846831

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Parent Signature:.....