Cranbourne West Primary School
110 Duff St, Cranbourne VIC 3977
Phone: (03) 5996 2878
Email: cranbourne.west.ps@education.vic.gov.au
Website: www.cranbournewestps.vic.edu.au

30 October 2026

Dear parents/carers,

This letter provides information about voluntary contributions you can make to support Cranbourne West Primary School for 2027 and other payments you can choose to make.

Victorian government schools provide free instruction. This means all students have free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.

Some families choose to make a voluntary financial contribution to support the school, and we are very grateful for this support. Making a voluntary contribution is your choice. There is no expectation or pressure for families to contribute.

Cranbourne West Primary School offers a range of items and activities that are additional to the free instruction provided to all students at our school. Financial help is available for extra-curricular items and activities if you are experiencing financial hardship (see further details under Financial Help for Families in the attached information).

For a confidential discussion about how to access the financial help available, please contact: Olympia Blanco on 03 5996 2878 or cranbourne.west.ps@education.vic.gov.au.

If you need an interpreter, please contact 03 9605 3053 and give our school's phone number 03 5996 2878. An interpreter can help you speak with us. This service is free. For more information, please see How to use an interpreter to contact your school.

For more information on the Department of Education's Parent Contributions policy please see the information attached. You can read the full policy at Parent Contributions: Policy | education.vic.gov.au.

Yours sincerely,

A. Bergmeier

Andrew Bergmeier
Principal

Kristen New
School Council President

2027 PARENT CONTRIBUTIONS ARRANGEMENTS

Voluntary contributions

If you are the carer of a student in out-of-home care or hold a financially means-tested card (such as a healthcare card), please ignore the invitation to make voluntary contributions.

We encourage any family experiencing financial hardship to contact the school for information about the financial help available for extra-curricular activities like camps and excursions.

Voluntary contributions	Suggested amount – parents can contribute more or less
Voluntary contributions to enhance our school's range of programs, resources and environment.	$200.00

Extra-curricular items and activities

Cranbourne West Primary School offers a range of optional items and activities that are additional to the free instruction provided to all students at our school. Accessing these items and activities does require payment, but financial support is available (see further details under Financial Help for Families below).

Example extra-curricular items and activities include:

- optional activities, camps, excursions and programs
- social events like formals.

We have provided confirmed or indicative costs of known extra-curricular items and activities below.

Payment for extra-curricular items and activities with a confirmed cost can be made now or later. Payments can also be made via instalment.

Please contact the school for advice on financial help available for extra-curricular items and activities.

Extra-curricular items and activities	Indicative cost
Grade 4 Camp Indicative Date: April 2027	$400.00
Grade 6 Camp Indicative Date: March 2027	$400.00

Financial help for families

Cranbourne West Primary School understands families can experience financial difficulty.

Help is available, including:

- **Camps, Sports and Excursions Fund** – this program provides funding for eligible students, including those in out of home care, and holders of eligible financially means-tested cards (such as health care cards), to attend activities like camps, sporting activities, excursions and incursions that are offered on a user-pays basis.
- **Affordable School Uniforms -** delivered by State Schools Relief, this program helps cover costs such as school uniforms, shoes, and other essential school items where families are experiencing financial hardship or short-term crisis.

- Payment plans for Extra-Curricular Items and Activities
- Community assistance

Applications for support from the Camps, Sports and Excursions Fund and State Schools Relief are submitted by the school - please contact the Office to discuss these and other financial help.

For a confidential discussion about how to access financial help, please contact the Business Manager:

Olympia Blanco
Ph: 03 5996 2878 | Email: olympia.blanco@education.vic.gov.au

Payment methods
Our preferred payment method is Compass via Payments Centre.
We also accept EFTPOS payment via the Office.

If you want to make voluntary contributions throughout the year, you can:

- decide when to make each contribution
- choose the amount of each contribution.

Cranbourne West Primary School will communicate payment instalment information for extra-curricular activities such as Camps. This information will be provided within the consent / payment information timeline on the Compass Event.

If you would like to pay for other extra-curricular items and activities through instalments, please contact the Office to discuss.

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 of Education's Parent Contributions policy and guidance, Financial Help for Families policy, and any other relevant information.