



Camberwell Primary School

French English Bilingual Education
Education Bilingue Français Anglais

290 Camberwell Road
Camberwell VIC 3124
Australia

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1 December 2023

Dear Parents & Carers,

Camberwell Primary School is looking forward to another great year of teaching and learning and would like to advise you of our school's voluntary financial contributions for 2024.

One of the keystones of successful education is a strong partnership between the school and the parent/carer community. Whether this be through your parent payments, fundraising or volunteering your time, your support ensures that we can deliver CPS's innovative, bilingual model offering the best possible education and care for your child/ren.

Parent/carer and community contributions over many years have helped to create the environment and resources that our students enjoy today. With your financial support, we can continue to provide the excellent and extensive range of facilities and resources for your children. Mindful of the cost-of-living pressures facing our community, we have endeavoured to keep the contributions requested as low as possible, however a small increase in parent contributions for 2024 is required to be able to deliver the planned budget.

Our primary aim is to maintain CPS' high standards so that your children can develop and flourish as active, engaged, and healthy students. Parent contributions go towards the purchase of current texts and readers in French and English, Mathematics, the Arts and Science, that will cater to the interests and passions of our students, developing their knowledge and problem-solving skills as well as fostering their creativity and a life-long love of learning.

CPS strives to nurture and support our students' learning and passion for education in many ways including:

- increasing French language resources with exciting new books in the library and readers for classrooms
- resources for the teaching of French language with the provision of teaching resources including grammar text and readers
- celebrating music with the Junior, Middle and Senior Choirs, Orchestra and Music Soirées.
- additional resourcing of STEM projects with Robots and Solar Power Cars for the Maker Space
- delivery of age-appropriate health and child safe programs
- offering state of the art digital devices to enhance learning opportunities including interactive televisions and a set of iPads between two classes
- access to relevant digital educational platforms
- reducing costs for parents through bulk supplies for classroom materials
- access to high level care with a Registered Nurse
- a continuing focus on wellbeing with the provision of soothing toys, books and specialised furniture
- improving the school grounds including contributions to the current play spaces with additional basketball hoops, signage such as values / French language and the Green Team's wicking beds

These initiatives and many more contribute to creating our unique learning environment where student engagement is a priority, where students' mental health and wellbeing underpin all educational decisions and where we focus on equipping our students to meet the challenges of a complex world.

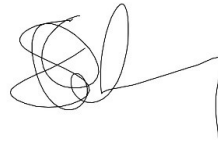
CPS still wishes to offer a model that favours individual needs in a bilingual setting, that cannot be fully achieved solely by government funding. Government schools provide students with free education to fulfil the standard curriculum requirements and all contributions are voluntary. Nevertheless, there are many other elements that make up the CPS vibrant learning environment for which we would appreciate your assistance.

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 "Janet Gale". The signature is written in a cursive style with a large initial 'J'.

Janet Gale
Principal

A handwritten signature in black ink that reads "Stuart Lindsay". The signature is written in a cursive style with a large initial 'S'.

Stuart Lindsay
School Council President



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials & equipment</i> <ul style="list-style-type: none"> ● Classroom supplies ● Art supplies ● Sheet music and instruments ● Science supplies ● Mathematics equipment & supplies ● French resources such as books, posters, games ● English resources such as books, posters, games ● Sports equipment 	\$565
<i>Online Subscriptions to support teaching & learning and enhance digital literacy</i> <ul style="list-style-type: none"> ● Reading A - Z ● Reading Eggs ● Education Perfect - Maths, English, EAL, Science and Language ● Mangahigh ● Mathseeds ● Epic ● See Saw ● SPA tracker ● Padlet 	
<i>ICT</i> <ul style="list-style-type: none"> ● iPads / Charging carts and cabinets / T.V.'s and trolleys / Apps / ViVi & JAMF Technician / Switches / Servers/ Toner/ WAPs 	
<i>Classroom printing and photocopying of worksheets and learning materials</i>	
<i>Assessments</i> <ul style="list-style-type: none"> ● PAT testing 	
Total Curriculum Contributions	

Other Contributions - for non-curriculum items and activities	Amount
<i>School Sports Victoria membership and Kooyong District Fees</i>	\$250
<i>Student & Parent Communications Tools – Compass</i>	
<i>Enhanced Student Support</i>	
<i>Student Wellbeing programs</i>	
<i>Qualified nurse onsite & first aid equipment</i>	
<i>School grounds maintenance and improvements</i>	
Total Other Contributions	\$250

Other Contributions - Tax deductible contributions	
Suggested donations per family: \$50.00 / \$100.00 / \$200.00 / Other	
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	

Educational items for students to own

Camberwell Primary Schools purchases all classroom and specialist class equipment in bulk. This ensures that your child/ren are supplied with the best quality items at the cheapest rate. All equipment is supplied on site with no further purchases required by parents.

Extra-Curricular Items and Activities – provided on a user-pays basis

Camberwell Primary 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
<i>School magazine/ yearbook</i>
<i>School camps – Grades 3-6 Students will be given the opportunity to attend an optional camp.</i>
<i>Several excursions and incursions are planned across all year levels for 2023. These have not yet been finalized.</i>

Financial Support for Families

Camberwell 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) and 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, please contact:

Vicki Denovan, Business Manager Ph: 039882 4663 | Email: vicki.denovan@education.vic.gov.au

Category	Totals
Curriculum Contributions	\$
Other Contributions	\$
Other Contributions – Building and Library Funds (Tax deductible)	\$
Total	\$

Payment Methods

Compass Course Confirmation is our school's preferred method of payment. A Parent Guide is available in Compass School documentation to assist with this process.

Families have the option to contribute in full or via instalments.

Contributions in full are requested by **Wednesday 20 December 2023**. Please note that these will be processed on the day that you make the payment via Compass.

Contributions by instalments on Compass. The instalments will be processed in four equal amounts on the following dates:

1st Instalment: Wednesday 20 December 2023

2nd Instalment: Friday 9 February 2024

3rd Instalment: Friday 8 March 2024

4th Instalment: Friday 12 April 2024

If you wish to arrange alternative contribution methods or instalment dates, please contact the school office via email camberwell.ps@education.vic.gov.au or phone 9882 4663.



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Refunds

Parent requests for refunds are subject to the discretion of the school and considered 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.

- **Curriculum & Other Contributions:**

Where payment has been received for the curriculum and other contributions and the student is exiting the school, a pro-rata refund, dependent on the number of terms the student has been enrolled at the school for, may be applicable.

- **Extra-Curricular items and Activities:**

Students withdrawing from optional camps, incursions, excursions and extra-curriculum activities can request a refund. A refund (less any non-refundable deposit) will be payable to the parent/guardian after the event has occurred, if the withdrawal from the activity is due to unavoidable circumstances i.e., illness. Proof may be required e.g., medical certificate.

All refund requests must be made in writing within 14 days of the event.

A request for a refund does not automatically equate to a full refund of monies paid. Where the school is charged for the provision of a program or service as a bulk cost and not per head cost, no refund is able to be given.

For further information on the Department's Parent Payment Policy visit:

<https://www2.education.vic.gov.au/pal/parent-payment/policy>

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.