



# PARENT PAYMENT ARRANGEMENTS Prep 2022

November 29, 2021

Dear Parent/Guardian,

Lethbridge Primary School is looking forward to another great year of teaching and learning and would like to advise you of our 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 volunteering your time. This has made a huge difference to our school and the programs we can offer. At Lethbridge Primary School, we have had the opportunity to provide additional program for our students due to parent payments and we are thankful for your contributions.

Within our school this support has allowed us to:

- arrange Visiting Artist incursions,
- subsidise swimming programs,
- provide enhanced digital technology materials
- purchase books to increase our school library.

Please note that our approach to Book Packs has changed for 2022. To prepare for 2022, families are now able to order their child's book pack through Kookaburra Educational Resources. All Items ordered through Kookaburra by families will be individually packed and delivered directly to the school for the beginning of the school year. (NB: This method avoids postage costs for families). Lethbridge Primary School have worked hard with Kookaburra to offer a suitable pack of items tailored to your child's learning area at a very competitive price, whilst maintaining the quality of items supplied. You may choose to purchase these items elsewhere; however, we ask that you select the same items (brands & sizes) where possible and bring all items to school on the first day of the 2022 school year.

It is recommended that families order their child's book pack prior to Friday December 10 to avoid a late fee.  
*Please see the attached instructions to order your child's book pack for 2022.*

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

Yours sincerely,

Chelsey Marks  
Principal

Alex James  
School Council President

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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><b>Consumables</b></p> <ul style="list-style-type: none"> <li>● The Arts: paint, craft materials, coloured paper, card</li> <li>● STEM: coding equipment, science equipment</li> <li>● Mathematics: mathematics resource kits, counters, calculators</li> <li>● Literacy: shared book sets, mentor texts</li> <li>● Physical Education: sports equipment</li> <li>● Italian: bi-lingual texts, cultural resources</li> </ul>	\$60 per student
<b>Reader Satchel</b> (Prep only)	\$12 per satchel
<p><b>MARC Van</b></p> <p>The Mobile Area Resource Centre (MARC Van) is a small mobile library. The Van visits a small group of schools on the outskirts of Geelong on a two week rotation. The MARC Van is filled with picture books, fictional novels, non-fiction books for students to borrow.</p> <p>MARC is part of our literacy program at Lethbridge Primary School. All students attend a fortnightly session where the MARC teacher uses literacy to connect student thinking with other areas of the curriculum. Our teachers work closely with the MARC Van teacher to communicate learning foci from the classroom to ensure this can be revisited during MARC sessions.</p>	\$20 per student
<p><b>ACER &amp; Essential Assessment</b></p> <p>ACER is an online assessment tool used to measure a student's knowledge, skills and understanding in Literacy and Mathematics. This assessment helps to pinpoint where a student is in their individual learning journey and what they need in order to progress. This assessment provides data to identify points for learning, targeted teaching and monitors learning growth.</p> <p>Essential Assessment is an online tool used to support formative and summative assessment. This assessment platform aligns with our teaching and learning program through structured diagnostic assessment. Using the data that this platform collects allows teachers to differentiate for the learning needs of each student.</p>	\$ 30 per student
<p><b>ICT</b></p> <p>Provision of shared devices (Prep to Year 3 only)</p>	\$10 per student
<b>Life Education Program</b>	\$10 per student
<b>Visiting Artist Incursion</b>	\$10 per student
<p><b>Online Subscription: Reading A to Z</b></p> <p>Reading A to Z is an online library of levelled books and additional readers. The readers are available in multiple formats and languages. The platform targets skill-building activities through a personalised and levelled reading experience for each student.</p>	\$10 per student
Other Contributions - for non-curriculum items and activities	Amount
School grounds maintenance and improvements	\$20 per family
<b>Total Amount</b>	<b>\$</b>



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## Extra-Curricular Items and Activities

Lethbridge 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.

*As events are finalised throughout 2022 we will make contact with families sharing specific information for each event.*

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Optional District and Regional Sporting Events	\$10 (approximate, per event)	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

## Financial Support for Families

Lethbridge Primary School understands that some families may experience financial difficulty and offers a range of support options, including the Camps, Sports and Excursions Fund.

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

Julie Rieck

Ph: 03 5281 7214

## Total

Category	
Curriculum Contributions	\$162
Other Contributions	\$20 per family
Extra-Curricular Items and Activities	\$TBC

## Payment methods

Payments can be made over the phone between 9am and 3.30pm. Credit card and EFTPOS payments are preferred. Please contact us by phone for a reference number if you wish to pay by BPay.

## 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.

# **PARENT PAYMENT ARRANGEMENTS Prep 2022**

## **Educational items for students to own – Individual Student Book Packs**

Attached is a list of items and resources for families to purchase through Kookaburra Educational Resources. In purchasing these resources, your child/children will individually own and use these resources throughout the school year.

All items ordered through Kookaburra will be individually packed and delivered directly to the school. (NB: This method avoids postage costs for families). Lethbridge Primary School have worked hard with Kookaburra to offer a suitable pack of items tailored to your child's learning area at a very competitive price, whilst maintaining the quality of items supplied. You may choose to purchase these items elsewhere; however, we ask that you select the same items (brands & sizes) where possible and bring all items to school on the first day of the 2022 school year.

*Please ensure you process your child/children's Book pack order by 5pm Friday 10th December to avoid a \$10 late fee after this date.*



Go to: [www.kookaburra.com.au/login](http://www.kookaburra.com.au/login)

**Username: LETHB003** (the last three characters are numeric)

**Password: Student9**

1. Select 'Student Packs'
2. Select your child's 2022 Year Level
3. Click to enter the quantity of packs required
4. Click 'Add selected items to cart'
5. If you have another child to purchase for, select their 2022 year level from the drop down menu and add their pack.
6. When you have finished shopping for your children, click on the car icon in the header to go to the cart and complete your order.
7. Review your cart, then click 'Continue to Checkout'
8. Select School Delivery method from the drop-down menu
9. Complete your child/children's names under 'Student Information'
10. Add your phone number
11. Click 'Continue to Payment'
12. Select your payment method and click 'Process Payment'
13. An order confirmation will be emailed to you.



# 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.