

# Voluntary Financial Contributions 2024



Dear Abbotsford Primary School families,

We are looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions for 2024.

**Schools provide students with free instruction to fulfil the standard curriculum requirements 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.

## SUGGESTED CONTRIBUTIONS FOR 2024

Voluntary contributions from families account for approximately 25% of the school's annual operating costs (excluding staff salaries.) The contributions play a vital role in ensuring that the school can continue to offer an excellent teaching and learning program, as well as an array of activities and opportunities for students.

Abbotsford Primary School appreciates that some families may experience financial difficulties. In the spirit of inclusion, we recommend families make voluntary contributions in consideration of one's own circumstance, as well as that of others in the community where there is capacity.

<b>Recommended Base Amount for 2024</b>	<b>\$ 500.00</b>
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For a detailed breakdown of the contribution amounts, please see Page 3.

In addition to the above, we also recommend the following contributions:

CATEGORY	SUGGESTED AMOUNT
<b>For students in the Chinese Heritage (Native) Speakers program</b>	\$ 100.00
<b>"Make a Difference" Fund</b> for supporting eligible families to access extracurricular activities & camps	\$ 50.00
<b>APS School Library</b> Tax Deductible	\$ 100.00
<b>APS Building Fund</b> Tax Deductible	\$ 100.00

## PAYMENT METHODS

We offer the following payment methods to assist our families:

1. Payment in full: Compass, EFTPOS, direct deposit (available upon request)
2. Compass instalment plan via a valid/debit card (4 x equal instalments debited on the following dates): 28/01/2024      28/02/2024      28/03/2024      28/04/2024
3. Personalised payment plans via Compass are available. Please contact Marianna Karagkounis via email at [abbotsford.ps@education.vic.gov.au](mailto:abbotsford.ps@education.vic.gov.au) to help set up this payment plan.

## FINANCIAL SUPPORT FOR FAMILIES

Abbotsford 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)
- Payment by instalment

For a confidential discussion about accessing any of these services, or if you would like to discuss alternative payment arrangements, contact our Business Manager Marianna Karagounis on (03) 9428 5877 or [abbotsford.ps@education.vic.gov.au](mailto:abbotsford.ps@education.vic.gov.au)

## 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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information.

Kind Regards,



**Keith McNeill**  
Principal



**Peter Emerson**  
School Council President

# Voluntary Financial Contributions 2024



**ABBOTSFORD  
PRIMARY SCHOOL**

Name of Child: \_\_\_\_\_

Year Level / Class (2024): \_\_\_\_\_

CURRICULUM CONTRIBUTIONS – Items and activities that students use, or participate in, to access the Curriculum.		
ITEM	SPECIFICATIONS	AMOUNT
General Classroom Materials	General classroom materials and equipment (classroom stationery, paper, craft items, readers, posters/charts)	\$ 50.00
Photocopying and printing	Printed learning resources	\$ 30.00
Subject Specific Materials and Equipment	Equipment for Specialist Subjects (Visual Arts, Performing Arts, Science, PE, Library & Digital Technologies, Wellbeing)	\$ 60.00
Digital Subscriptions for Learning and Assessment	ArchChinese, Inquisitive, Origo, Seesaw, Mandarin Matrix, Oliver, SREAMS, Reading Eggs	\$ 130.00
Technology and IT Equipment	Provision and upkeep of school devices, peripherals, and ICT	\$ 50.00
Swimming and Water Safety	Provide students with the knowledge and confidence to participate in aquatic activities.	\$ 40.00
		<b>SUB-TOTAL</b>
		<b>\$ 360.00</b>
Chinese Heritage Speaker Support	Additional resources and staffing (outside of standard provision)	\$ 100.00
		<b>CONTRIBUTION</b>

OTHER CONTRIBUTIONS - For non-curriculum items and activities # Suggested contribution per family, ALL contribution amounts will be accepted *Tax Deductible		
ITEM	SPECIFICATIONS	AMOUNT
Compass Software	Student financial and administration software, management tool and communication platform	\$ 30.00
First aid and Hygiene	Contribution towards, first aid and hygiene consumables	\$ 20.00
Enhanced Wellbeing Support	Equipment and in-house programs run by the Wellbeing Centre	\$ 30.00
School Garden	Upkeeping of garden beds, chicken coops and student-led Gardening Club	\$ 10.00
Chinese Cultural Program	Chinese New Year, Dragon Boat Festival, Moon Lantern Festival celebrations	\$ 30.00
Sports Affiliation	Participation in inter-school sports and invitation of specialist sports workshops	\$20.00
		<b>SUB-TOTAL</b>
		<b>\$140.00</b>
"Make a Difference" Fund #	For families in need of support with after school clinics and camp	\$ 50.00
Abbotsford Primary School Building Fund* #	A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$ 100.00
Abbotsford Primary School Library* #	A tax-deductible contribution to support the maintenance and enhancement of our library.	\$ 100.00
		<b>CONTRIBUTION</b>

EXTRA-CURRICULAR ITEMS AND ACTIVITIES Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum. Students access these on a user pays basis.		
ITEM	SPECIFICATIONS	AMOUNT
Camps, Sports, Activities and Excursions	Camps, excursions, incursions, sporting days, interschool sport. (These will all be published on Compass for payment and consent as they arise.)	TBA

Total Contributions: \$ \_\_\_\_\_

Payment Method: \_\_\_\_\_

# 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.