



## MOSSFIEL PRIMARY SCHOOL 5002

Langridge St Hoppers Crossing 3029

Phone: 03 9749 1227

Mossfiel.ps@education.vic.gov.au

Dear Parent/Carers

We are looking forward to another great year of teaching and learning and would like to advise you of Mossfiel Primary School's voluntary financial contributions for 2024.

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.

Our School only requests contribution items that we believe add value to the school experience for students and all contributions go specifically towards items and activities that help improve your child's educational experiences, items and activities.

In 2024, Mossfiel Primary School will order and supply all classroom supplies (books, pens, pencils etc.) for each student. Parents do not need to supply these items.

Within our school, your support in 2023 allowed us to offer:

- Special curriculum experiences for our students across all year levels
- Extra Specialist class programs
- Lunchtime clubs
- Upgrade and purchase of additional IT devices

Please find attached Mossfiel Primary Schools voluntary financial contributions schedule for 2024, 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,

Paul Maisey  
Principal

Mistie Foley  
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<ul style="list-style-type: none"> <li>Classroom consumables, materials &amp; equipment-writing books, pens, pencils, textas, rulers, craft materials etc.</li> <li>Art supplies</li> <li>Italian</li> <li>Performing Arts</li> <li>Mathematics – Numeracy resources</li> <li>English – Literacy resources</li> <li>Printing and photocopying of worksheets and learning materials</li> </ul>	\$130
Online subscriptions <ul style="list-style-type: none"> <li>Online subscriptions               <ul style="list-style-type: none"> <li>Seesaw</li> <li>Compass</li> <li>Sunshine Online</li> <li>Essential Assessment</li> </ul> </li> </ul>	\$20
ICT devices – provision of devices from the shared classroom sets <ul style="list-style-type: none"> <li>ICT Devices – provision of devices from the shared classroom sets</li> </ul>	\$10
Other Contributions - for non-curriculum items and activities	Amount
School grounds maintenance/improvements & Library book donation (per family)	\$30
<b>Total Amount</b>	<b>\$ 190</b>

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

Mossfiel Primary School 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.

***If you would like to purchase an item below for your child, please ensure payment is made to the school by 13 December 2023 (or there will be a delay in items ordered after this date thank you).***

Extra-Curricular Items and Activities	Amount
<i>Reader Satchel – (2024 Foundations to purchase)</i>	\$18
<i>Headphones – (if required)</i>	\$20
5/6 Interschool sports program (all 5/6's)	\$45
<b>Total Extra-Curricular Items and Activities</b>	<b>\$</b>

***The cost of extra-curricular items and activities below permission forms & payment requests will be advised throughout 2024.***

Grade 6 Graduation

Foundation-Yr2, Yr3-4 & Yr5-6 – Swimming & Water Safety program

School camps

Incursions/Excursion to be scheduled

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities
- Second hand Uniform to purchase for \$3 an item

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Shelley Stretton, Administration on 9749 1227, or email [Mossfiel.ps@education.vic.gov.au](mailto:Mossfiel.ps@education.vic.gov.au)

### Payment methods

Parent contributions will help us continue providing a high-quality education at Mossfiel Primary School.

**Payments can be made electronically via BPAY, cash, EFTPOS directly via the Office.**

**Please see below your families BPAY number if you choose this payment option thank you.**



Bill code: 87361  
Reference number:

Student name: \_\_\_\_\_ Year level 2024 \_\_\_\_\_

Category	Totals
Curriculum Contributions	\$
Other Contributions - for non-curriculum items and activities	\$
Extra-Curricular Items and Activities	\$
<b>Total</b>	<b>\$</b>

### 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.

**THINK Excellence THINK Respect THINK Resilience THINK Community**

# 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.