



YEAR 4

30 October 2023

Dear parent/guardian,

Reservoir Views Primary School looks forward to welcoming all new and existing families to our school community in 2024. Our school prides itself on catering for every student with equitable and inclusive practises.

Reservoir Views Primary School aims to provide its students with high quality education and resources that are necessary to support learning and development within the Victorian Curriculum.

The Victorian Government provides funding to fulfil the standard Victorian Curriculum in public schools. In order to provide the best possible education and support for our students, Reservoir Views accepts financial contributions from our school community.

All financial contributions are voluntary and there is no minimum amount accepted.

Support from the school community in 2023 has allowed us to:

- Successfully implemented our AUSLAN Language program;
- enhance our music program with the addition of choir and band lessons;
- provide additional classroom digital learning devices including iPads and netbooks ;
- update literacy resources in our library;
- improve our school grounds and building facilities with new shade structures and outdoor learning environments;
- provide extra curriculum activities including subsidised student experiences, excursions and camps.

With support from our school community in 2024, we can provide our students with modern and updated resources including books and library materials, music and art supplies, upgraded digital technology, engaging opportunities and valuable experiences.

We appreciate not all families are able to contribute financially and we also welcome contributions of time and skills. During the year, there will be opportunities for our school community to participate in and support our goals and initiatives to enhance our school and ensure the very best for our future generation.

As a guide, please find the attached itemised list of resources, materials, non-curriculum items required by students to use, or participate in, the Victorian Curriculum.



Extra-Curricular Items and Activities

In order to provide students with opportunities beyond the standard Victorian Curriculum, Reservoir Views Primary School offers a range of items and activities that enhance and broaden the school experience of students.

These items and activities are offered at an additional cost with further information and payment details to be provided during the 2024 school year.

Financial Support for Families

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

- access to the Camps, Sports and Excursions Fund;
- ability to make Centrepay instalments for families who receive Centrelink benefits; and
- State Schools Relief

For a confidential discussion about accessing any of the above supports, or if you would like to discuss alternative payment arrangements, contact Melinda Owens, Business Manager or Steve Stafford, Principal on (03) 9460 6995 or by email at reservoir.views.ps@education.vic.gov.au

Payment options

All payments can be made between 25 November 2023 and **30 January 2024**. The school accepts payments via Compass, Qkr!, cash or EFTPOS at the front office (Visa and Mastercard accepted).

Centrelink (Centrepay) is available for those who receive a Centrelink benefit. A portion of your fortnightly payment can be sent directly to the school to offset any Parent Payments owing. See information sheet on last page for more details.

Refunds

Parent requests for refunds are subject to the discretion of the school and are decided 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 costs has been incurred, the Department's Parent Payment Policy and Guidance, the Financial Help for Families Policy, and any other relevant information.

Yours sincerely,

Stephen Stafford
Principal

Rebecca Wood
School Council President

Itemised list of resources per student to use, or participate in, to the Victorian Curriculum	Amount
Year 4 individual booklist and stationery items for student's individual use (see full booklist and stationery items attached)	\$70.00
Year 4 classroom consumables, materials & equipment <ul style="list-style-type: none"> • Art – folios, paint, glitter, coloured paper, tape, glue, etc (\$15.00) • Inquiry / Social Emotional Learning (SOL) – poster paper, PVC glue, laminating pouches, etc (\$5.00) • Mathematics / Science – numeracy aids, etc (\$5.00) • Music – exercise book, craft consumables, etc (\$5.00) • P.E / Sport – exercise book, ribbons, equipment, etc (\$5.00) 	\$35.00
Year 4 Online Subscription per student <ul style="list-style-type: none"> • Essential Assessments (\$11.00) Literacy • SeeSaw (\$14.00) 	\$25.00
Year 4 Printing and photocopying of worksheets and learning materials	\$20.00
Sub Total	\$150.00
Non-curriculum items and activities	Amount
AUSLAN Language program	\$50.00
Music program resources	\$50.00
School grounds maintenance and improvements	\$50.00
Sub Total	\$150.00
Total cost per student	\$300.00

Booklist – YEAR 4 individual booklist items / stationery pack items

Description	Qty
2024 Student Diary	1
Edding 345 Highlighter Wallet 4	1
Scissors - School Right-Handed 150mm Red	1
FABER CASTELL Graphite Pencil HB	6
Eraser Micador Large EACH	1
Glue Stick Bostik 35 gram 30800454	2
Educ8 Triangular Coloured Pencils Pk 12	2
Sharpener Faber Castell WAVE 2 Hole with catch	1
Faber Castel Connector Pens Art Set Wallet 14	1
Pencil Case large vinyl 325 x 180mm 2 zip	1
Wonder Writer 64pg Mega Maths Book 10mm Graph ruled	3
Educ8 Jumbo Scrap Book 72 pg 335 x 245mm 70gsm	4
Educ8 18mm Project Book Dotted 3rds 335 x 245mm 64 Pg EACH	3
Educ8 18mm Writing Book Dotted 3rds 64p	7
Bendy Plastic Ruler 30cm	1
Black whiteboard markers	6
PP Envelope A4 with Button Clear	2
Copperplate Red Correction Pencil Each	2
Ultra Letter Files A4 Clear	2

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.

CENTRELINK - CENTREPAY INFORMATION SHEET

What is Centrepay?

Centrepay is a free direct bill-paying service offered to customers receiving Centrelink payments. Through Centrepay you can choose to pay curriculum and other contributions and/or Extra-Curricular Items and Activities by having a regular amount deducted from your payments and transferred electronically to Reservoir Views Primary School.

Is there a minimum payment amount?

Yes, the minimum payment is \$10.00 per fortnight.

How do you apply for Centrepay?

Step 1: Sign in and access the main menu. Sign into myGov and select your **Centrelink** online account to access the main menu and your homepage. ...

Step 2: Choose a service provider. ...Reservoir Views Primary School CRN: **555 125 684 T**

Step 3: Add a new **Centrepay deduction**. ...

Step 4: Enter the details of your **deduction**. ...

Step 5: Review and submit. ...

Step 6: Sign out.

Alternatively, you can visit us at the Reservoir Views Primary School office to fill out the paperwork.

Can you change your Centrepay deductions?

Yes, you can change, suspend, or cancel your deductions at any time online at humanservices.gov.au/onlineservices

What changes can you make to your Centrepay deductions?

You can make the following changes to your deductions:

- suspend your deduction amount temporarily for a maximum period of 13 weeks,
- request a future end date when deductions will automatically cease,
- nominate or change a target amount so deductions will automatically stop when that target amount has been reached,
- change the deduction amount you are paying to a new amount or change the amount temporarily
- cancel your deduction at any time.

YEAR 4 (2024) PARENT PAYMENT FORM

Please complete this form and return it to the office as soon as possible.

Payments can be made when submitting this form, or on the first day of Term 1 on **30 January 2024**

Student name: _____

Parent/guardian name: _____ **Parent payment amount:** \$ _____

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