



## PREP

# PARENT PAYMENT ARRANGEMENTS 2025

Dear Parent and Carers,

Cowes Primary School is looking forward to another great year of delivering high-quality education and wellbeing programs for our students and would like to advise you of Cowes Primary School's voluntary financial contributions for 2025.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Our school makes every effort to keep the cost of items and activities to a minimum and affordable for all. Your voluntary contributions support our ability to meet the diverse needs of our students, and to ensure we have the materials and facilities to run programs successfully.

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 your support as it makes a huge difference to our school and the programs we can offer.

To support our school in delivering these programs, we would like to advise you of our school's voluntary parent payment arrangements.

**NB: These Parent Payment Arrangements have been applied in Payment Centre on Compass Accounts and can be paid online if this is your preferred method.**

Further information on the Department's Parent Payments Policy please see a one-page overview attached or further information can be found at: <https://www.education.vic.gov.au/PAL/parent-payments-one-page-overview.docx>

We are very excited for the 2025 school year and look forward to working with you to optimise the success of your child's educational experience.

Yours sincerely,

*Rodney McKenzie*  
Principal

*Carly O'Brien*  
School Council President

# PREP

## PARENT PAYMENT ARRANGEMENTS 2025

**Childs Name:**

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment including pencils, paper, coloured paper, photocopying, ruler, writing books, paint, PVA, masking tape, communication diary etc.	\$59.50
Online Subscriptions/applications for: <ul style="list-style-type: none"> <li>• Compass &amp; Assessment Subscriptions</li> </ul>	\$14.00
Swimming Program – ensuring the delivery of our Term 1 & Term 4 program	\$80.00
<b>Total Amount PART A (\$153.50 for all Curriculum Contributions)</b>	<b>\$</b>

Other Contributions - for non-curriculum items and activities	Tax deductible	Amount	
Student Wellbeing Program – supporting vulnerable students with the provision of breakfast, lunches, uniform, fruit, etc.	NO	\$10 - \$100	\$ _____
Library – supporting the purchase of high-quality reading materials for our libraries and classrooms	NO	\$10 - \$100	\$ _____
School grounds maintenance and improvements – supporting the development of our play spaces and learning environments	NO	\$10 - \$100	\$ _____
School Building fund – all families are invited to support ongoing improvements to our school buildings and facilities.	YES	\$10 - \$100	\$ _____
<b>Total Amount PART B</b>			<b>\$ _____</b>

**Extra-Curricular Items and Activities**

Cowes 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.

Extra-Curricular Items and Activities	Amount	Purchase
2025 Yearbook	\$25.00	<input type="checkbox"/>
Cowes Primary School Book Bag	\$10.00	<input type="checkbox"/>
Headphones	\$12.00	<input type="checkbox"/>
Other optional activities, camps and excursions to be scheduled each term throughout the year	TBA	
<b>Total Amount PART C</b>		<b>\$</b>

CATEGORY TOTALS		
<b>TOTAL PART A</b>	<b>Curriculum Contributions</b>	<b>\$</b>
<b>TOTAL PART B</b>	<b>Other Contributions</b>	<b>\$</b>
<b>TOTAL PART C</b>	<b>Extra-Curricular Items &amp; Activities</b>	<b>\$</b>
<b><u>Total</u></b>		<b>\$</b>

**Payment methods (Please circle)**

- Cash
- EFTPOS
- Direct deposit into the school's bank account.  
Commonwealth Bank BSB: 063 093 Acc No: 1000 1477  
(Please reference All deposits with Child/ren Name and reason for payment; e.g SMITH BOOKLIST 25)
- Credit/ Debit Card payment

I authorise \$\_\_\_\_\_ to be charged to my Visa / MasterCard.

Details as follows:

<b>NAME (as on card)</b>																				
<b>CARD NO:</b>																				
<b>SIGNATURE</b>																				
		<b>VISA</b>		<b>MASTERCARD</b>		<b>EXPIRY DATE</b>	____ Month ____ Year													

## **Financial Support for Families**

Cowes 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 fees relating to camps, excursions and sporting activities) <http://www.education.vic.gov.au/csef>
- Centrepay <http://www.humanservices.gov.au/customer/services/centrelink/centrepay>
- Uniform - State Schools Relief or second-hand uniform is available for a minimal cost
- Local community supports

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

Principal – Rodney McKenzie or Assistant Principal – Sarah Tyrrell / Bree Rutherford

**Ph: 03 59 522 132**

**Email: [cowes.ps@education.vic.gov.au](mailto:cowes.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 Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

# 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.