



25 November 2022

Dear Parents, Guardians & Carers

Sandringham East Primary School is looking forward to another great year of teaching and learning and would like to advise you of Sandringham East Primary School's voluntary financial contributions for next year 2023.

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. What we offer at SEPS is exceptional and well above the standard curriculum. We understand that our school community expects the very best wellbeing and academic learning for our students.

Thank you for all your support which we anticipate will continue at SEPS. Your choices in making curriculum and optional contributions enable the rich and diverse learning program that is on offer at SEPS, and which you as parents expect. The donations to our Voluntary Building and Library Funds ensure the ongoing improvements to the learning spaces and upgrades to facilities and an amazingly well stocked library which would be the envy of many schools. In particular, all of your time and effort to support fundraising as well as volunteering your time has made a huge difference and added value to our school community.

Within Sandy East this support has allowed us to provide SEPS students with the optimal learning environments and resources which has enabled students to succeed and thrive through:

- ✓ Rich banks of resources across all areas F-6 which includes reading literature in classrooms and library, literacy and numeracy resources for hands on practical understanding,
- ✓ Resources which engage and stimulate our students in Investigations, Enquiry ERP's, Science,
- ✓ Activities for students to use from the sports store, and Play Shed for lunchtime pursuits.
- ✓ Specialist program resources ( Art, Performing Arts, PE, LOTE, Science ) .
- ✓ Provision of our outdoor learning spaces with the many activities that we see for students behind our fence such as kitchen garden environment, Ga Ga game, sensory music area, adventure playscape, Foundation playground, basketball half courts to name a few.
- ✓ Grounds maintenance and development which enables students to enjoy a safe outdoor play environment.

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

Yours sincerely,

*Laureen Walton*  
**Principal**

*Scott Bundy*  
**School Council President**

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum. Suggested amount is \$250	<b>Suggested Amount</b>
<ul style="list-style-type: none"> <li>• School Diary for every student</li> <li>• Visual Art – paint, crayons, canvas, glitter, coloured paper, textiles</li> <li>• STEAM – Resources experiment materials</li> <li>• LOTE – resources, papers, drawing materials</li> <li>• Physical Education – resources / equipment</li> <li>• Sustainability program- kitchen / garden</li> <li>• Classroom – additional resources and stationery requirements</li> <li>• Printing and photocopying related learning materials</li> </ul> <p>Online Subscriptions included but not limited to depending on class levels.</p> <ul style="list-style-type: none"> <li>• Mathletics</li> <li>• Numeracy &amp; Literacy Essential Assessment</li> <li>• Literacy Planet</li> <li>• Scriibi writing</li> <li>• Smart Spelling</li> <li>• Cyber Safety</li> <li>• ACER</li> <li>• Maths Frame</li> <li>• Wushka Reading</li> <li>• Story Box Library</li> <li>• Encyclopaedia Britannica</li> </ul>	
<b>Total suggested Curriculum contributions</b>	<b>\$ 250</b>

<b>Other Contributions</b> - for non-curriculum items and activities	<b>Suggested Amount</b>
<p><b>Grounds &amp; Maintenance.</b> We receive minimal funding for Grounds Maintenance from DET and as we focus on provision of safe, well-maintained grounds for our school community we ask for financial support. We are fortunate that such pride is taken by our groundsmen to ensure safe and well-maintained grounds for our students at SEPS. Suggested amount \$100</p>	\$100
<p><b>First Aid.</b> Your voluntary contribution to First Aid, Health &amp; Wellbeing, covers the purchase of first aid supplies, first aid kits required for school excursions and camps and first aid training for ALL staff. During recess and lunch our first aid area is manned by a fully trained first aider and open to all students.</p> <p>We also believe that the emotional and social wellbeing of students at SEPS is critical thus putting in place the CASEA partnership as well as employing a school wellbeing counsellor. Suggested amount \$100</p>	\$100
<p><b>ICT Digital Technologies</b></p> <p>Your voluntary contribution allows the school to provide ongoing tech support to students and staff, updated ICT equipment and cyber safety. Suggested amount \$120</p>	\$120

Tax deductible contributions	
<p><b>Building fund.</b> A tax-deductible contribution – vital for periodic enhancement and upgrade of our buildings, facilities and playground equipment which falls outside funding provided by the Department of Education &amp; Training. This includes fittings for the four new classrooms within the Stage 2 development.</p> <p>Other building needs include, the cyclic replacement of heating, cooling, carpets, window furnishings, outdoor furniture, and recreational facilities. Suggested amount \$160</p>	\$160
<p><b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource for students, teachers and community. Suggested amount \$60</p>	\$60
<b>Total Amount</b>	<b>\$540</b>

### Educational items for students to own – Individual Student Stationery Pack (booklist)

The school recommend you purchase your child’s stationery pack from KaKa Kids Supplies, which can be purchased via [www.booklistsseps.com](http://www.booklistsseps.com).

All individual student stationery packs purchased through KaKa will be delivered directly to the school ready for commencement of the new school year for use by your child.

Alternatively, you will find the recommended list of items for your child’s year level via [www.booklistsseps.com](http://www.booklistsseps.com) which you can purchase separately.

### Extra-Curricular Items and Activities

Sandringham East 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	Will be charged – as noted
Optional - Level 5/6 Interschool Sports program	\$ 160	Invoiced now
Optional - Excursions & incursions to be scheduled (all year levels) <i>Activities which enhance your child’s learning.</i>	\$ 125	Invoiced now
Optional - Swimming program as required for all year levels – Partially subsidised by DET swimming contribution	\$ tbc	Term 2 / 3
Optional – School Camps	\$ tbc	tbc
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

Although DET specifies all extra-curricular activities as optional, we encourage participation to enhance your child’s learning and educational experience.

## Financial Support for Families

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

- **CSEF (Camps, Sports and Excursions Fund)**

If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. A special consideration category also exists for asylum seeker and refugee families. The allowance is paid to the school to use towards expenses relating to camps, excursions/incursions, or sporting activities for the benefit of your child.

- **State Schools' Relief**

You will get help with school uniforms if your child is starting Foundation or year 7 and is eligible for CSEF (see above). State Schools' Relief will provide basic uniform items or a voucher if your student meets the criteria.

Help may also be available if you are facing: Health issues resulting in serious financial difficulty; house fires where school clothing is lost; natural disasters, or serious financial difficulty.

- **School Support**

For a confidential discussion about accessing financial support, or if you would like to discuss alternative payment arrangements (including payment plans), please contact:

*Business Manager – Wendy Franks – 9598 1704 – [wendy.franks@education.vic.gov.au](mailto:wendy.franks@education.vic.gov.au)*

*School Principal – Laureen Walton – 0409 598 185 – [laureen.walton@education.vic.gov.au](mailto:laureen.walton@education.vic.gov.au)*

We would appreciate payment by **Monday 30 January 2023**

### TOTAL

Category	
Curriculum Contributions – Suggested amount \$250	\$
<b>Other Contributions</b>	
Grounds & Maintenance – Suggested amount \$100	\$
First Aid – Suggested amount \$100	\$
ICT Digital Technologies – Suggested amount \$120	\$
Library Fund ( Tax deductible ) – Suggested amount \$60	\$
Building Fund ( Tax deductible ) – Suggested amount \$160	\$
<b>Excursions &amp; Incursions</b> (*to be scheduled throughout the year)	<b>\$125</b>
<b>Level 5 &amp; 6 Interschool Sport Program (Term 1 &amp; Term 2)</b>	<b>\$160</b> (level 5/6 only)
<b>Total</b>	<b>\$</b>

**Individual Student Stationery Pack** (order via [www.booklistsseps.com](http://www.booklistsseps.com))

### Payment Methods

We accept the following payment methods: Pay via **Compass, Credit Card, Cheque** or **Cash** (cash in person only) BPay reference details are available upon request from the school.

## 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.