

Dear RPS Families,

Ripponlea Primary School is excited about the upcoming year of teaching and learning. We'd like to share our school's voluntary financial contributions for 2024.

Please remember that schools provide students with free standard curriculum instruction, and all contributions to our school are voluntary. However, the continued support of our families ensures we can provide the best education and support for our students.

We sincerely thank you for your support, whether it's through fundraising, your generous financial contributions, or volunteering your time. Your contributions have had a significant and positive impact on our school, our students, and the programs we can offer.

**At our school, this support has allowed us to:**

- Enhance well-being programs, including Positive Behaviour Support, Art and Music therapy, Sexuality, Health, Respectful Relationships, Digital Safety, and the Social Stencil program.
- Offer a wide range of subjects and special curriculum experiences, such as cultural days, artist-in-residence programs, school productions, carnivals, excursions, camps, sporting events, and our unique specialist program for all year levels.
- Improve digital learning opportunities through iPads, laptops, and tools like Mathletics, My Numeracy Portal, Reading Eggs, and Seesaw for student-family engagement.
- Invest in reading resources for home and classroom, including books for guided reading, book clubs, and the school library.
- Maintain school grounds and facilities with regular maintenance and continuous improvements.
- Purchase sports equipment for each year level and upgrade soccer goal posts and safety padding.

**In the coming year, we have planned to:**

- Enhance senior school classrooms with upgraded furniture.
- Further develop our Indigenous Garden and sustainability initiatives.
- Revamp the junior playground and fence-line playscapes.
- Expand therapy services for our students.
- Redevelop the Italian garden to create additional seating and shaded areas.

We have implemented a new book pack purchasing system. We recommend that families purchase book packs directly from our recommended supplier, Maxim Office Group. Classroom consumables will still be procured in bulk for shared use.

Maxim Office Group offers comprehensive book packs that include all the necessary stationery items for your child's daily use, and these packs will be delivered to the school. We kindly request that you make this purchase by the specified date, **which is Friday, December 8<sup>th</sup>**.

For more details on the Department's Parent Payments Policy, please refer to the attached one-page overview.

In closing, on behalf of the School Council, our dedicated staff, and myself, we extend our heartfelt appreciation for your support and contributions. We eagerly anticipate your continued support in 2024 and beyond.

Yours sincerely,



Natalie Rose  
Principal



Tarryn Holland  
School Council President



Lianne Wallace  
School Council Treasurer

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><a href="#">Student stationery is to be purchased through Maxim Office Group.</a></p> <p>Classroom consumables, materials &amp; equipment -</p> <ul style="list-style-type: none"> <li>• Classroom materials bulk purchased for shared use: (whiteboard markers, tissues, post it notes, masking tape, photocopy paper) (\$70)</li> <li>• Printing and photocopying of worksheets and learning materials (\$5)</li> <li>• English - take home readers, class reading sets, decodable texts.) (\$10)</li> <li>• Mathematics – numeracy blocks, dice, cards &amp; manipulatives (\$10)</li> <li>• Art – paint, crayons, canvas, glitter, coloured paper (\$10)</li> <li>• Performing Arts – instruments and equipment (\$5)</li> <li>• Science – soil, seeds, chemicals (\$10)</li> <li>• Sports – equipment/ Perceptual Motor Program (PMP) (\$10)</li> <li>• Inquiry learning – classroom materials, texts, consumables (\$5)</li> <li>• Reading Satchel – Library bookbag (\$11.50)</li> </ul>	\$146.50
<p>Online subscriptions for home and classroom use</p> <ul style="list-style-type: none"> <li>• Reading Eggs (\$19)</li> <li>• Mathletics (\$14)</li> <li>• Seesaw (\$17)</li> <li>• SPA – Student data portal and assessment (\$6)</li> <li>• Compass – online portal and communication, student reporting (\$15)</li> <li>• Scribbi – student resources (\$5)</li> </ul>	\$76.00
<p>ICT devices – provision of devices from the shared classroom sets of iPad, laptop, digital resources, and applications</p>	\$55.00
<p>Swimming and water safety program – 10 Day program x 45min swimming lesson – covering Stroke Development and Water Safety using the Swim and Survive program at Caulfield Grammar School. Individual student assessment certificate provided to parents.</p>	\$123.00
<p>Health and Wellbeing Programs</p> <ul style="list-style-type: none"> <li>• Social Stencil Program (\$10) – (All students)</li> <li>• STEPS OT Kids: Emotional Regulation (\$35) – (All students)</li> <li>• STEPS OT Kids: Social Groups (\$20) – (All students)</li> <li>• STEPS OT Kids: Observation &amp; Assessments (\$10) – (All students)</li> <li>• PBS (\$5) – (All students)</li> <li>• Sexuality, Consent and Respectful relationships education (\$14.00) – (All students)</li> </ul>	\$94.00
<p>Whole school events</p> <ul style="list-style-type: none"> <li>• House Athletics carnival - entry and transport (\$35)</li> <li>• House Swimming carnival – not applicable</li> <li>• House Cross country carnival – (\$7)</li> </ul>	\$42.00
<b>Total Curriculum Contributions</b>	<b>\$536.50</b>

Other Contributions - for non-curriculum items and activities	Amount
Enhanced student learning support (learning support programs, learning tutors)	\$20.00
First aid equipment – (Band-Aids, EpiPens, excursion kits, PPE)	\$10.00
Sustainability projects (improving & enhancing sustainable school practices and environment: continued works on the Indigenous Garden) – (2024 recommended contribution)	\$20.00
School grounds maintenance and improvements (lawn maintenance, weekly grounds cleaning, weekly playground safety check, artificial turf maintenance) – (2024 recommended contribution)	\$50.00
<b>Total Other Contributions</b>	<b>\$100.00</b>

Tax deductible contributions	
Building fund - A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (2024 Recommendation \$150) The school has a master plan of projects developed by the Facilities and Environment committee of School Council.	\$
Library fund - A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource (2024 Recommendation \$50)	\$

Extra-Curricular Items and Activities	Amount
Excursion/ Incursions/ Camps 2023 – Pay As You Go	PAYG
<b>Total Extra-Curricular Items and Activities</b>	<b>\$0.00</b>

### Totals

Category	Totals
Curriculum Contributions	\$536.50
Other Contributions <span style="float: right;"><i>(Non-tax deductible)</i></span>	\$100.00
<span style="float: right;"><i>(Tax-deductible)</i></span>	
Extra-Curricular Items and Activities (Pay-As-You-Go)	PAYG
<b>Total</b>	<b>\$</b>

### Financial Support for Families

Ripponlea 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 plans for Extra-Curricular Items and Activities

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

Kate Crawford

Ph: 03 9527 5728 | Email: [kate.crawford2@education.vic.gov.au](mailto:kate.crawford2@education.vic.gov.au)

### Payment method

Ripponlea Primary Schools, School Council works hard to ensure costs to families are kept as low as possible, whilst also striving to provide an innovative and vibrant learning environment for our students. We have bundled our payments this year to minimise notifications going home to families and reduce single payments throughout the year.

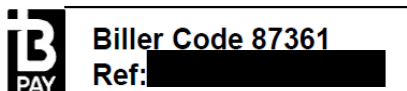
The school strongly encourages parents to make payments via the [QKR Payment Portal](#).



Instructions for downloading and using this app throughout the school year is available on Compass or at the school office.

### Alternative Payment methods

- BPAY: Ask office for details.



- Direct bank transfer  
Account Name: Ripponlea Primary School Official Account  
BSB: 063128  
Account Number: 10086961  
Bank: Commonwealth Bank of Australia

**Please include the family compass ID and program description in the reference field when making a payment.**

**We would appreciate families making their curriculum contributions as soon as possible in the new year and finalise all payments by:**

**Week ending Friday 1<sup>st</sup> March 2024.**

### Refunds

All refund requests must be made in writing. A request for a refund does not automatically equate to a full refund of monies paid.

- **Curriculum Contributions:**

Where payment has been received for the curriculum contributions and the student is exiting the school, a pro-rata refund, dependent on the number of terms the student has been enrolled at the school for, may be applicable. If it is reasonable and fair to do so, taking into consideration whether a cost has been incurred

- **Extra-Curricular items and Activities:**

Students withdrawing from camps, excursions and extra-curriculum activities can request a refund. A refund (less any non-refundable deposit) will be payable to the parent/caregiver after the event has occurred, if the withdrawal from the activity is due to unavoidable or unforeseen circumstances i.e., illness. Proof may be required e.g., medical certificate.

Where the school is charged a 'group fee' as opposed to a 'per head fee', a refund cannot be calculated until all associated costs have been met.

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

## 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) 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.