



Princes Hill Primary School,  
280 Pigdon Street,  
CARLTON NORTH 3054  
Ph: 03 9389 5300

Email: [princes.hill.ps@education.vic.gov.au](mailto:princes.hill.ps@education.vic.gov.au)

Website: [www.phps.vic.edu.au](http://www.phps.vic.edu.au)

8<sup>th</sup> November 2021

Dear Parent and Carers,

Princes Hill Primary School is looking forward to another great year of teaching and learning and would like to advise you of Princes Hill's voluntary financial contributions for **Year 4 2022**.

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.

Within our school this support has allowed us to offer additional programs and special curriculum experiences such as Artist in Residence, Musician in residence, providing additional literacy support and a library technician; enhanced digital learning opportunities; the upgrade of our school grounds and help build our wellness centre

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

Yours sincerely,

A handwritten signature in black ink that reads "Esme M Capp".

Esme Capp  
**PRINCIPAL**

A handwritten signature in black ink that reads "Monique Halliday".

Monique Halliday  
**SCHOOL COUNCIL PRESIDENT**



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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<b>Year 4 neighbourhood consumables, materials &amp; equipment</b> <ul style="list-style-type: none"> <li>• Neighbourhood consumable supplies – newsprint, Cartridge paper, poster paints, clay, wire, paint, crayons, canvas, coloured paper masking tape, cooking materials, science supplies, Italian supplies) etc (\$45.00)</li> <li>• Visual Art Supplies (specialist program) – paper, pens, pencils, glue, construction materials, textile materials etc (\$25.00)</li> <li>• Stationary list (listed below) (50.00)</li> <li>• Sports – equipment (\$10.00)</li> </ul>	\$130.00
Year 4 Subscriptions <ul style="list-style-type: none"> <li>• Math300 &amp; Mathletics (\$1.50)</li> <li>• English (\$1.50)</li> <li>• SeeSaw (\$8.00)</li> </ul>	\$11.00
Year 4 ICT Devices – provision of devices from the shared classroom sets (for non BYOD participates.	\$100.00
Year 4 Printing and photocopying of learning materials	\$5.00
Year 4 Whole school events <ul style="list-style-type: none"> <li>• Residencies including Musician and artists</li> </ul>	\$100.00
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$100.00
First aid equipment and materials	\$5.00
School grounds maintenance and improvements	\$50.00
PHPS Education Support Fund	Contribution appreciated
Tax deductible contributions	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$175.00
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$175.00
<b>Total Amount</b> (less \$100.00 if BYOD)	<b>\$851.00</b>



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### Educational items for students to own

Attached is a list of items that the school recommends you purchase from for your child to individually own and use.

<b>2022 - Year 4 - Stationery Pack</b>	
<b>Quantity</b>	<b>Description</b>
2	Writer Best Buddies Mega Scrapbook – 100gsm - 64 Page - 330 x 240mm
4	Writer Premium Exercise Book – Dotted thirds - 14mm - 70gsm – 64 page - House
2	Writer Premium Graph Book 10mm Square – 70gsm - 96 Page
1	Name Pencil case – 2zip – Large 350mm x 180mm
1	A4 Press Button Clear Document Wallet
3	Initiative Retractable Ballpoint Medium - Blue
1	Initiative Retractable Ballpoint Medium - Red
4	Artline 210 Fineliner Pen - 0.6mm black
12	Staedtler Pencil HB
1	Westcott Microban Scissors - 6 inch
2	Glue Sticks - Bostik 35g
1	Metal Pencil Sharpener - 2 hole
2	Staedtler Rasoplast 526 C20 Eraser - Large
1	Highlighter – Chisel - Yellow
1	Highlighter – Chisel - Pink
1	Shintaro Lightweight Headphones
1	Best Buddies Dino Mini Scrap Book – 100gsm - 64 Page
1	Student Diary - Collins Coplan A5 – week to view
1	A4 Office Copy paper – 80gsm white – 500 sheets
1	Initiative Hand Towel Roll 180mm X 80m
1	Regal Facial Tissues 2 Ply Box 100

### Extra-Curricular Items and Activities

Princes Hill 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.

The cost of these items will throughout the year.

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>	<b>Purchase (Please tick)</b>
Optional School camp	TBA	
Optional Interschool Sports program (including Sporting School Victoria affiliation)	N/A	
Other optional Year 4 Excursions/Incursion to be scheduled	TBA	
<b>Total Extra-curricular Items and Activities</b>		<b>TBA</b>



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### Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- PHPS Education Support Fund

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

Amanda Baseggio

Business Manager

Ph: 03 9380 5300 | Email: [Amanda.baseggio@education.vic.gov.au](mailto:Amanda.baseggio@education.vic.gov.au)

### Total - Year 4 2022

Category	
Curriculum Contributions (less \$100.00 if BYOD)	\$ 346.00
Other Contributions	\$ 505.00
Extra-Curricular Items and Activities	\$ TBA

### Payment methods

Princes Hill Primary schools' preferred payment method is Via Compass Parent Payment Portal

### Refunds

Princes Hill Primary School refund arrangements

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.