



MANIFOLD HEIGHTS PRIMARY SCHOOL NO. 4224
STRACHAN AVENUE, MANIFOLD HEIGHTS, 3218
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7th November 2016

2017 PARENT PAYMENTS

The Education and Training Reform Act 2006 provides for instruction in the standard curriculum program to be free to all students in government schools. Free instruction includes learning and teaching, instructional supports, materials and resources, administration and facilities required to provide the standard curriculum program. The standard curriculum for years F-10 means the implementation of the Victorian Curriculum F-10.

The **Parent Payment Policy** endorsed by Manifold Heights Primary School Council is available on the school website www.manifold.vic.edu.au.

School councils are responsible for developing and approving school-level parent payment charges and can request payments from parents under three categories only:

- **Essential Student Learning Items** are those items, activities or services that are essential to support student learning of the standard curriculum. These are items that the school considers essential for all students and which students take possession of. Parents may choose to provide the items themselves or buy the items from the school where practical and appropriate.
- **Optional Extras** are those items, activities or services that are offered in addition to or support instruction in the standard curriculum program. These are provided on a user-pays basis so that if parents choose to access them for students, they are required to pay for them.
- **Voluntary Financial Contributions**
Parents can be invited to make a donation to the school for a general or specific purpose, e.g. Building Fund. These Voluntary Financial Contributions are tax-deductible.

School Council has approved the following parent payment charges for 2017:

Essential Student Learning Items - \$140.00 per student

Includes your child's Student Diary, Mathletics & Reading Eggs Online Subscriptions, Photocopied Resources, Assignment & Project Construction Materials and selected Sports activities for Middles and Seniors students.

*Payment of the Essential Student Learning Items can be made directly to Vital Office with the Book Lists online or directly to the school via Qkr, Bpay, Credit Card, Eftpos, Cheque or Cash. We request payment of the Essential Student Learning Items is made by the **end of Term 1, Friday 31st March 2017**. Details regarding payment plan options are stated over the page.*

Book Lists - Variable

*Vital Office will provide the schools stationary packs again in 2017. All stationary items required by each year level will be listed online. All stationary packs will be **delivered directly to the school** the week prior to school commencing in 2017, eliminating home delivery fees. To ensure your order is delivered to the school the week prior to school commencing in 2017 please ensure your order is placed by **Tuesday 20th December 2016**.*

*All book list orders received after Tuesday 20th December 2016 will incur a delivery fee of \$5.00 per book list. Orders that are placed late **may not** be available for delivery the week prior to school commencing in 2017.*

The school has undertaken considerable effort to obtain the best overall pricing and quality items to simplify ordering for families.

THE SCHOOL IS UNABLE TO PROCESS ANY PAYMENTS FOR STUDENT STATIONARY AT THE OFFICE.

All online orders for stationary packs will require payment via Credit Card or Debit Card. Should you not have one of these cards a 'Load and Go' type card is available from Australia Post outlets. This card will assist you in processing and paying for your online stationary pack.

2017 Booklists are available at www.vitaloffice.com.au/booklists

Username: MANIFOLD Password: MANO2017

Please ensure that you select the correct student year level for 2017.

Optional Extras - Variable

The following camps, excursions and activities were held in **2016**. These events are not yet confirmed for 2017, however approximate costs are listed below.

Prep	
Fairy Park	\$11.50
Happy to Be Me Incursion	\$10.00
Minibeast Incursion	\$10.50
Story Teller Incursion	\$10.00
Swimming Program (10 days)	\$85.00

Middles	
Grade 3 Melbourne Zoo	\$30.00
Grade 4 Camp	\$200.00
Scienceworks	\$14.00

Whole School	
African Story Teller	\$6.00
Life Education (Biannually)	\$10.00

Juniors	
Big Day Out	\$25.00
Gymnastics Program	\$27.00
Mad About Science Incursion	\$10.50
Swimming Program (10 days)	\$85.00

Seniors	
Grade 5 Werribee Zoo	\$30.00
Grade 6 Camp	\$300.00
Wheel Talk Incursion	\$7.50
Blue Light Disco	\$5.00

Various Interschool Sports are held throughout the year for students who are successful in proceeding to the next competition level. The approximate costs of these Interschool Sports are between \$2.00 - \$5.00.

Voluntary Contributions - Variable

Parents and guardians are invited to donate to the School Building Fund (Tax Deductible). Donations to the School Building Fund can be made directly to Vital Office with the Book Lists online, or directly to the school via Qkr, Bpay, Credit Card, Eftpos, Cheque or Cash.

Donations to the School Building Fund will help the school to fund building projects around the school including: Playground Development, Shade Sail & Fencing Construction etc. Suggested amounts may include the following: \$20, \$50, \$100 or Other.

Bring Your Own Device (BYOD) Pilot Program for Senior Students

In 2017, the Senior students will participate in a Bring Your Own Device (BYOD) Pilot Program. This program is designed to strengthen the learning environment for students and enhance their study skills for their senior years and into secondary school.

The BYOD program entails students bringing a suitable device to school each day. Some Senior students will already be in possession of a suitable device at home. If they are able to bring the device to school, the device must meet the minimum required specifications outlined in previous correspondence in order to connect to the school network.

If students do not currently have a device or have one that doesn't meet the school's minimum requirements, we encourage parents to consider investing in an appropriate digital device that will support their child's learning during the Senior years and beyond.

The school understands that purchasing a new device (such as an iPad) can be a difficult decision representing a major investment for families. The school currently has limited devices available for student use and these will be available to students who are unable to bring in a home-based device or purchase a device for the commencement of or sometime during 2017.

Payment Plans

Payment plan options are available for those families experiencing financial difficulty. If you wish to establish a payment plan please contact our Business Manager, Jessie Burney on 5229 9643. These discussions are strictly confidential with a focus on supporting students in their learning at the school.

Centrepay

The school is a registered Centrepay Service Provider. Parents in receipt of Centrelink payments can pay their child's education costs by having an amount deducted from their payment and paid directly to school on a regular basis. Centrepay Deduction Forms are available from the Office or directly from Centrelink. The schools Centrepay CRN is 555 088 803 J. More information can be found at:

http://www.centrelink.gov.au/internet/internet.nsf/businesses/centrepay_what.htm

Bpay Payments

Parents are welcome to make regular payments via Bpay for upcoming Camps, Excursions and Activities. Amounts can be variable depending on individual family budgets. If you would like further information please contact our Business Manager, Jessie Burney on 5229 9643.

Camps, Sports, Excursions Fund (CSEF)

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school excursions, camps and sporting activities. 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 or sporting activities for the benefit of your child.

Parents or legal guardians are required to complete a CSEF application form and lodge it with the Office for processing. Application forms should be completed and lodged with schools by 3rd March 2017, as payments are made from March. However schools will be able to accept and process applications up until the end of term two each year. Contact the school office to obtain a CSEF application form or download from www.education.vic.gov.au/csef . **Please ensure a copy of your means-tested concession card is provided with your CSEF application form.**

Yours sincerely,



Barry Rowland
Principal



Gwyn Morrison
School Council President