

Unleashing Potential

## Manifold Heights Primary School

20-24 Strachan Avenue,  
Manifold Heights, 3218  
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**w:** www.manifold.vic.edu.au

7<sup>th</sup> November 2022

Dear Parents & Guardians,

Please find attached the 2023 Grade 2 Voluntary Financial Contributions. The school makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

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 maintain our curriculum experiences and offerings as well as continue the increased support for our diverse learners.

Contributions can be made directly to our booklist supplier Paperchase Office National online or directly to the school via Bpay, Credit Card, Eftpos, Cheque or Cash. We kindly request your payment by the end of **Term 1, Thursday 6<sup>th</sup> April 2023**.

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

Yours sincerely,



Christian Smith  
Principal



Mathuri (Madhu) Subramaniam  
School Council President

<b>Curriculum Contributions</b> Items and activities that students use, or participate in, to access the Curriculum.	<b>Amount</b>
Art Materials Consumable materials students take possession of e.g. drawing and painting materials.	\$17.00
Classroom Materials Consumable materials students take possession of for cooking, craft, inquiry, performing arts and special events.	\$64.00
Student Diary	\$8.00
<b>Online Subscriptions</b>	
Essential Assessment	\$14.00
Mathletics	\$17.00
Sunshine Online	\$5.00
<b>TOTAL CURRICULUM CONTRIBUTIONS</b>	<b>\$125.00</b>
<b>Other Contributions</b> For non-curriculum items and activities.	<b>Amount</b>
Classroom Resources Supports the cost of new or replacement equipment, materials and resources.	\$50.00
Specialist Program Resources Supports the cost of new or replacement equipment, materials and resources.	\$50.00
Oval Redevelopment Supports the cost of the planned oval redevelopment.	\$100.00
<b>TOTAL OTHER CONTRIBUTIONS</b>	<b>\$200.00</b>
<b>Tax Deductible Contributions</b>	<b>Amount</b>
Building Fund Support renovations, upgrades and maintenance of school infrastructure. Suggested contribution: \$50.00	
<b>TOTAL TAX DEDUCTIBLE CONTRIBUTIONS</b>	

<b>Extra Curriculum Items &amp; Activities</b> Optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. The cost of extra-curricular items and activities will be confirmed throughout the year. Approximate costs are listed below for your information.	<b>Amount</b>
Excursions & Incursions	\$90.00
Swimming Program	\$88.00
<b>APPROXIMATE TOTAL EXTRA CURRICULUM ITEMS &amp; ACTIVITIES</b>	<b>\$178.00</b>

## Financial Support for Families

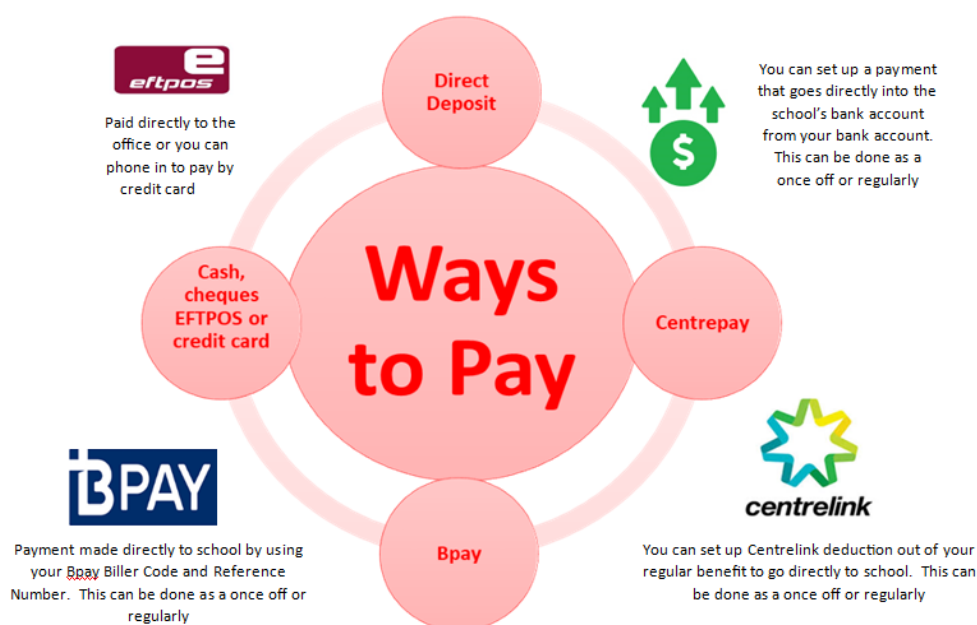
Manifold Heights Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Payment Plans for Extra-Curricular Items & Activities

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements please contact our Business Managers, Jessie Burney or Jacquie Clancy on 5229 9643. These discussions are strictly confidential with a focus on supporting students in their learning at the school.

CATEGORY	TOTAL
Curriculum Contributions	\$125.00
Other Contributions	\$200.00
Tax Deductible Contributions	
	<b>TOTAL</b>
	<b>\$325.00</b>

## Payment Methods



## 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.

Booklist Items	Quantity	Amount
Staedtler 110 Tradition Graphite Pencils HB	12	\$5.76
Osmer Student Whiteboard A4 MDF Double Sided Plain & Dotted Thirds	1	\$4.90
Staedtler Noris Club Maxi Red Checking Lead Pencil 12 Sided Barrel	1	\$0.85
Ruler Wooden 300mm Polished	1	\$0.44
Staedtler 526 C20 School Eraser Large	1	\$0.39
Staedtler 920 Glue Stick 35g	4	\$5.68
School Scissors 6 Inch	1	\$1.05
Artline 200 Fineliner Fine 0.4mm Black	1	\$2.15
Staedtler Noris Club Twister Crayons 6mm Pack 12	2	\$9.30
Mega Scrapbook 100gsm 64 Page 330 x 240mm	6	\$8.10
Premium Graph Book 10mm 70gsm 48 Page a4	1	\$0.80
Premium Exercise Book Dotted Thirds 18mm 70gsm 96 Page A4	8	\$9.60
Initiative Highlighter Chisel Assorted Wallet 4	1	\$2.55
Faber-Castell Connector Marker Pen Assorted Wallet 12	1	\$3.96
Staedtler Noris Club Colouring Pencils 3mm Pack 12	1	\$2.80
Osmer Magnetic Whiteboard Eraser Assorted Colours Small	1	\$0.94
Educational Colours Chair Bag Blue	1	\$7.95
Book Folio Green (Optional)	1	\$13.75
<b>TOTAL</b>		<b>\$80.97</b>

Paperchase Office National will provide the schools booklist items in 2023. All booklist items used by each year level will be listed online and will be **delivered directly to the school** the week prior to school commencing in 2023. Please ensure your order is placed by **Sunday 11<sup>th</sup> December 2022**. Booklist items orders received after **Sunday 11<sup>th</sup> December 2022** will incur a late packing fee of \$5.00 per booklist and may not be delivered prior to Term 1, 2023.

All online orders for booklist items will require payment via Credit Card or Debit Card. Should you not have one of these cards please contact our Business Managers, Jessie Burney or Jacquie Clancy on 5229 9643.

2023 Booklists are available at <http://booklist.paperchase.com.au>

School Code: BTSMHPS

Please ensure that you select the correct student year level for 2023