



Aim High

# Balwyn Primary School

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Dear parent/guardian

We are looking forward to an excellent year of teaching and learning and would like to advise you of Balwyn Primary School's voluntary financial contributions for 2022.

Balwyn Primary School provides 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 a high quality education for our students. We want to thank you for all your support, whether that's through fundraising, parent payments or volunteering your time. This has made a real difference to our school and the programs that we can offer and we are committed to providing not only exemplary academic outcomes but also opportunities to develop the whole child.

Within our school this support has allowed us to offer enhanced curriculum and learning experiences to students that are above and beyond the requirements of the standard curriculum and what is provided for by Government funding. We have provided access to a rich and diverse range of high quality resources and digital learning opportunities, positively impacting our student outcomes. This year, a major ICT infrastructure upgrade was undertaken at a cost of almost \$50,000 and LED TVs to replace old projectors and ensure consistency in equipment across the school have been installed. Accelerated Reader resources have continued to be increased to allow for access to a diverse range of reading material and equipment to support our music, health and physical education and language programs has been purchased. Investment in literacy and numeracy resources allows teachers to support personalised, targeted teaching.

Our outstanding Instrumental Music Program, including a range of ensembles, is able to be offered because of your contributions and enhances our vibrant classroom music program.

Grounds maintenance support has funded: the provision of softfall mulch for safe playground use, regular maintenance of our school grounds through contracted services, updated line markings for student recreation and the beautification of our unique Amphitheatre.

Generous donations to our Library and Building Funds from our community have also enabled:

- Purchase of library books at approximately \$7,500
- Installation of blinds in classrooms at more than \$3,800
- Enhancement of our school buildings to create a safe and aesthetically pleasing environment for our students, achieved through painting and repairs of \$4,760.

In addition, contributions of almost \$5,000 via voluntary donations from our community enabled the purchase of 10 recycled plastic benches to provide bright, attractive seating for students and the broader community.

School Council has included a voluntary financial contribution request on behalf of State Schools' Relief, which is a not-for-profit organisation that supports the needs of underprivileged Victorian government school students by providing school uniforms, shoes and educational resources. We hope that the school community will continue to support this initiative as they did so generously in 2021, with \$3,161 being donated. More details can be found at: <https://ssr.net.au/>

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

Yours faithfully

Trish Manicom  
Principal

Chris Williams  
School Council President

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<b>YEAR 5/6</b>	
<i>Classroom consumables, materials &amp; equipment</i>	
<ul style="list-style-type: none"> <li>• Stationery items bought in bulk for student use: 3 x 8mm exercise books, 3 x scrapbooks, 2 x jotter pads, 2 highlighter pens, 1 x ruler, 1 pair scissors, 1 x red, purple and blue document wallet, 2 x 10mm grid books, 1 eraser, 1 x glue stick, 3 x HB lead pencils, 1 x pack coloured pencils, 1 x pencil case, 1 x pack textas, 4 x blue pens, 2 x red pens, 1 sharpener, 1 x Display book, 1 x cardboard document folder (\$27).</li> <li>• BPS diary (\$8.60)</li> <li>• Art – materials dependent upon focus of units of work e.g. clay, glazes, mosaic pebbles, felt, textiles, sculpture wire, mini canvases, balsa wood, paint, coloured paper (\$10)</li> <li>• English – reading materials for classroom and home use (\$35)</li> <li>• Mathematics – classroom numeracy kits (\$20)</li> <li>• Science – equipment and materials for hands-on experiences (\$5)</li> <li>• Sports – equipment to ensure access to a range of physical activities (\$10)</li> <li>• LOTE – hands-on materials and resources to enhance the language program (\$5)</li> <li>• Music – musical equipment and resources to provide opportunities to make and perform music (\$15)</li> <li>• ICT and eLearning – In addition to students having the option to bring a tablet for their learning, the school has a significant commitment to providing students with consistent and reliable access to technology via the upgrading of our fleet of student devices to new iPads, access to television screens and Apple TVs and the use of new management software called JAMF. (\$190)</li> </ul>	\$325.60
<i>Year 5/6 Online Subscriptions:</i>	
<ul style="list-style-type: none"> <li>• Mathletics (\$10.45)</li> <li>• Literacy Planet (\$17.00)</li> <li>• Accelerated Reader (12.50)</li> </ul>	\$39.95
<i>Printing and photocopying of worksheets and learning materials.</i>	\$6
<i>Assessments: Literacy and Numeracy, ACER General Ability Test.</i>	\$2.45
<i>Year 5/6 Swimming Program – entry and transport. Contributions will be requested closer to the date.</i>	TBA
<i>Year 5/6 Interschool Sports Program – transport. Contributions will be requested closer to the date.</i>	TBA
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<i>School Sports Victoria and Kooyong District memberships.</i>	\$10.50
<i>First aid equipment.</i>	\$10
<i>School grounds maintenance and improvements: Provision of a safe and attractive environment for students through maintenance of synthetic turf and irrigation,</i>	\$70 per family

<i>inspection and management of trees, upkeep of softfall mulch and engagement of a gardening contractor.</i>	
<i>Parent Communication tools – Compass.</i>	\$9 per family
<b>Tax deductible contributions</b>	
<b><i>Building fund.</i></b> <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. Please nominate the amount of your donation.</i>	\$
<b><i>Library fund.</i></b> <i>A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. Please nominate the amount of your donation.</i>	\$
<b><i>State Schools' Relief.</i></b> <i>A tax-deductible contribution to a not-for-profit organisation that supports the needs of underprivileged Victorian government school students by providing school uniforms, shoes and educational resources.</i>	\$
<b>Total Amount</b>	\$

#### Educational items for students to own

Parents are requested to send with their child on the first day of the school year:

- A named set of noise limiting headphones to be used from year to year. Please see recommendations regarding purchase and checking of headphones later in this document.
- A named art smock, long-sleeved waterproof art smock. Please ensure the size is big enough to go over the school uniform. We recommend a smock that pulls over the head for ease and has elastic cuffs.

#### Extra-Curricular Items and Activities

Balwyn 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 and are advertised to the relevant levels via Compass as they become available.

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
<i>Optional Year 6 hooded windcheater/yearbook/graduation</i>	TBA
<i>Optional Year 5/6 activities: camp, excursions, incursion, guest speakers, sporting carnivals.</i>	TBA
<i>Optional Instrumental Music Lessons (individual) - Semester 1 (Y1-6 only) Semester 2 (P-6) – subject to availability</i>	\$632 per semester – 16 lessons \$70 annual administration charge
<i>Optional Instrumental Ensembles</i>	TBA

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- access to second-hand uniforms
- State Schools' Relief
- DET student scholarships.

Parents who are experiencing hardship at any time can contact Jane Oldham (Business Manager), Peter Mills (Wellbeing Officer), or Trish Manicom (Principal) on 9836 7121 or email: [balwyn.ps@education.vic.gov.au](mailto:balwyn.ps@education.vic.gov.au) to arrange a time for a confidential discussion about accessing these services.

If you would like to discuss alternative payment arrangements, please contact Jane Oldham on 9836 7121 or email: [balwyn.ps@education.vic.gov.au](mailto:balwyn.ps@education.vic.gov.au)

## Total

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	Advertised as available.

## Payment methods

The school's preferred payment method is via Compass. However, BPay, cash or cheque payments may be arranged by contacting the school office on 9836 7121.

## 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.

## **Headphones for Students – Recommendations and Regular Checking**

### **Selecting new headphones:**

Selecting headphones is a very important decision. Some headphones can produce sound that can be quite loud which may be difficult for children to easily control. It is also important to note that headphones have a finite life span and will degrade over time.

When picking new headphones for your child to use, we recommend the following:

- Over ear headphones are preferable – bud earphones/headphones can fill up with wax or other material and may be difficult for children to use easily.
- Volume limited headphones – this helps reduce the risk of the volume getting too high.

Foundation (Prep) will have a set of headphones included in their Curriculum Contributions – Classroom Consumables.

### **Checking existing headphones for student re-use (Years 1-6):**

Balwyn Primary School promotes the re-use of headphones when still in good working order. It is however important that parents and children (where possible) check headphones regularly to ensure they are in full working condition.

If you or your child notice something unusual about the sound coming through the headphones, check them carefully and consider a replacement. Please check with your child on a regular basis on the sound quality of their set in use at school and if in doubt the headphones should be taken home by your child for an adult to check the quality.

Some signs that the headphone might need replacing are:

- crackling sounds coming through one or both sides of the headphones and/or
- sound disappears and reappears whilst using the headphones from either side and/or
- moving the cable causes sound to be lost or crackling to be heard and/or
- visible damage to wire (cables) to headphones (i.e. splitting or exposed wires).

Please ensure your child's headphones are clearly marked with the child's name. It may be helpful for you to record the year of purchase and the dates that they are checked.



# 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.