



Williamstown North Primary School - 1409

11th November 2020

Dear Parent/Guardian

Williamstown North Primary School is looking forward to a great year of teaching and learning and would like to advise you of WNPS's parent payment arrangements for 2021.

Please find the fee schedule attached. Please complete this form and return to the school by 30th November so the school can prepare accordingly for the new school year.

Williamstown North Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- Family Payment Plans

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

Kaylene Chaproniere, Business Manager
Ph: 03 9397 5722 | Email: williamstown.north.ps@education.vic.gov.au

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

Yours sincerely,

Jim Cahill
Principal

Fee schedule

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. Williamstown North Primary School also continues to welcome your voluntary contributions for 2021.

Essential Student Learning Items

This funds Essential Items for all children at all Year Levels and includes: - Classroom requisites, such as exercise books, pens, pencils, ruler, eraser, USB stick, headphones, photocopying and craft and all other general supplies for all classes.

The Essential Items pack is prepared on your behalf by a commercial supplier. Considerable time has been spent selecting the most appropriate requisites and seeking the best bulk purchase option for the school. In line with the Department of Education and Training Parent Payment Policy, families may choose to make arrangements to independently purchase Essential Items however, we seek your support to purchase through the school supplier. This ensures consistency for all children to have the same materials and requisites at each level.

The Student Essential Items Payment also contributes to the cost of resources and equipment for all Specialist Programs across the school, including Performing Arts, Visual Arts, Physical Education, Digital Technologies and Japanese, as well as Student Leadership programs such as, Peer Leadership, Buddies and Year 6 School Leaders. These are items or services essential to support the course of instruction in the standard curriculum.

	Amount
Essential Education Items	\$260.00

Optional Items

Williamstown North Primary School offers a range of supports and activities that are additional to the delivery of the standard curriculum. These supports and activities are designed to broaden the school experience for your child.

Excursion/Incursion Payment

Families are requested to pay the Excursion/Incursion payment at the beginning of the year. This is one payment to cover the cost of Excursions and Incursions offered by the school for 2021. All year levels across the school will budget to ensure that all Excursions and Incursions for the year are fully covered by this payment.

For Foundation, the Excursion/Incursion payment may cover such things as:

- One or Two Major Excursions, approximately four Incursions, Tabloid Sports, Anti-Bullying and Student Wellbeing programs and any Excursions/Incursions organised by the Teachers of the Specialist programs

Excursion/Incursion Payment	\$140.00
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ICT Technical Support

The school's computer technical support is a vital educational need for all students across the school. The functionality and connectivity of all iPads, laptops and netbooks greatly enriches the learning opportunities for all students as they forge their capabilities as digital learners. In supporting the ICT Technical Support payment, you will be contributing to the employment of Tinh Nguyen as a technician on site from Monday to Friday each week of the school year.

ICT Technical Support	\$60.00
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Health Hub

In 2021, registered nurse, Olivia Koster, will run our Health Hub to ensure all children who are injured or sick at school receive a highly professional level of care. Olivia will continue to proactively build a holistic approach to support student's wellbeing through working in classrooms and forging preventative programs. The Health Hub will continue to broaden its links with the local community to ensure an integrated service. In supporting the Health Hub payment, you will be contributing to the employment of Olivia as a registered nurse for our school.

Health Hub	\$60.00
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Voluntary Contributions

Williamstown North Primary School continues to welcome your voluntary contributions to support our school.

You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students.

Alternatively, you can make a voluntary contribution to any of the specific priorities outlined in the table below:

Voluntary Contribution	Tax deductible?	Suggested Voluntary Contribution per family			Amount
<p>Money from the Building Fund makes a very important contribution in helping to maintain all buildings and facilities to a high standard, so that the learning environment for your child/ren is inviting for them every day.</p> <p>DET provides only a basic amount to schools to maintain facilities. This falls far short from the amount spent annually. We undertake an annual painting program every year as well as addressing the extensive compliance requirements set by DET, Worksafe and OH&S.</p>					
<p>Playground Improvement</p> <p><i>An important contribution to the development of our playground and identified projects to improve the facilities for your children, as well as additional shade structures, equipment and soft fall mulch.</i></p>	No	\$30			
<p>Building Fund</p> <p><i>School council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building Fund</i></p>	Yes	E.g. \$20	E.g. \$50	E.g. \$100	
<p>Business Donation</p>	Yes	E.g. \$20	E.g. \$50	E.g. \$100	
TOTAL					\$

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

Williamstown North Primary School
School Payment and Voluntary Contributions Form

Please complete the below information and return to the main office by 30th November.
 Payments are to be received before the start of the school year, Thursday 28th January 2021.

Parent/Guardian Surname _____
 Child's Surname (if different) _____
 Child's First Name _____ Class _____
 Child's First Name _____ Class _____
 Child's First Name _____ Class _____
 Child's First Name _____ Class _____

Parent Payments 2021	Amount Per Child	Number of Children	Total
Student Materials & Essential Educational Items	\$260.00		\$
Excursion/Incursion Payment	\$140.00		\$
ICT Technical Support	\$60.00		\$
Health Hub	\$60.00		\$
Voluntary Contribution			
Playground Improvement	\$30.00		\$
Building Fund	\$____.		\$
Total Payment			\$

Payment Options overleaf

**Williamstown North Primary School
School Payment**

Payments are to be received before the start of the school year, **Thursday 28th January 2021**.

Families will not be required to collect the Essential Items Pack from school. All school items will be delivered directly to your child's classroom.

Payment can be made by cash, cheque, eftpos or BPay.

Please email williamstown.north.ps@edumail.vic.gov.au once BPay payment have been made to specify payment details.

Payment in 2020 for 2021 Essential Items Pack & Voluntary Contributions.

- EFTPOS – available at the school office until **Friday 18th December 2020** or over the phone.
- BPay – details will be provided on your Family Statement
- Cash payments will be accepted up until **Monday 14th December 2020**.

Payment in 2021

- BPay - please email the school with your payment details.
- EFTPOS or cash the office will re-open on **Wednesday 27th January 2021**

If any family wishes to arrange **payment by instalments**, please contact the Business Manager at the General Office, or the Principal/Assistant Principal to make arrangements.

CREDIT CARD: If you wish to pay by credit card and not able to visit the office, please complete the details below and place the completed form in a SEALED envelope to maintain your credit card security. Your receipt will be sent home once the payment has been processed.

I wish to make a payment of \$..... using my Credit Card – details as follows:-

Name on Credit card

MasterCard or Visa Expiry date /..... CCV.....

Card Number: / / /

Cardholder Signature: