

27 November 2020

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HILLSMEADE PRIMARY SCHOOL

PARENT PAYMENT ARRANGEMENTS 2021

Dear Parent/Carer,

Hillsmeade Primary School is looking forward to another great year of teaching and learning and would like to advise you of the school's payment arrangements for 2021.

Please find the fee schedule for your child's year level attached.

Hillsmeade 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

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

- the Camps, Sports and Excursions Fund (CSEF) available for eligible families
- Second hand uniform, if available
- State Schools Relief (SSR) support is available for uniforms/footwear (via the School Wellbeing Team)
- Information regarding support options is also available from the general office and will be advertised periodically in the The Link and on the website.

For a confidential discussion about accessing these services, families are invited to contact the school for information regarding support options, or the Business Manager if you would like to discuss alternative payment arrangements, on 9704 6313.

Payment Methods

Parents may choose to make payments in instalments, and will be provided with several methods of making payment including:

- A Compass payment plan (details to follow)
- EFTPOS card at office, or over telephone 9704 6313
- CentrePay deductions from your CentreLink entitlements – please contact the office for a form
- BPAY – details available on your family statement

Parents are able to enter into confidential payment arrangements by contacting the Business Manager, Stewart Johnson on 9704 6313 or hillsmeade.ps@education.vic.gov.au.

Refunds

Please refer to our Parent Reimbursement Policy located on the school website.

If a family has paid for a camp, excursion or activity and their student does not attend, they will receive reimbursement under the following situations:

- If the student has an approved illness on the day.
- If the activity is a singular activity which is cancelled by the school or provider, and whereby a replacement activity is not offered.
- If a student leaves Hillsmeade Primary School before the event.

If a family has paid for a camp, excursion or activity and their student does not attend, they will not receive reimbursement under the following situations:

- If the student does not attend one day out of an entire program involving multiple days/activities, as the family payment covers the program as a whole.
- If the school is forced to cancel one day out of a program involving multiple days/activities due to weather or other unforeseen circumstances, as the family payment covers the program as a whole.
- If it has been stated that they were paying for a non-refundable deposit.

Method of reimbursement

Reimbursements will be processed by way of a credit being applied to the family account unless alternative arrangements are made, which can be used for future activities. If the original payment was made with CSEF Credit, this credit will be reapplied to the family account as CSEF credit.

Department Parent Payment Policy

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

Yours sincerely,

Jodie Bray
Principal

Brooke Gniel
School Council President

FEE SCHEDULE

Please find the itemised list of Essential Student Learning Items and Optional Items for your child.

Payment for Essential Learning Items will be through Compass. Payment Plans are available on request, and if you are in receipt of a CentreLink benefit you may be able to use CentrePay. Please speak to the Business Manager if you have questions.

Essential Student Learning Items Prep to Grade 6	Amount
Below is a list of items which are essential for your child to learn the standard curriculum.	
<p>Student Booklist</p> <p>These items will be packaged together as individual student packs and are available for collection from the office in December during school hours. (Book lists are available separately.)</p> <p>This charge includes items owned by the student in-class and brought home at the end of the year.</p>	\$65
Reading Diary	\$9
<p>Whiteboard Pack</p> <p>Includes markers and eraser</p>	\$10
STEM Consumables	\$9
Media Art & Drama Consumables	\$9
<p>PE materials</p> <p>Includes SSV membership</p>	\$8
<p>Online Learning Subscriptions</p> <p>Includes: Mathletics & Renaissance</p>	\$30
TOTAL	\$140

Optional Items	Amount
<p>Hillsmeade Primary School offers optional activities throughout the year that are additional to the delivery of the standard curriculum. These activities are designed to broaden the school experience for your child.</p> <p>Optional item charges may be requested as they arise during the year, which might include excursions, in-school visits, sports activities, etc. Payment for these activities will be requested closer to the event.</p> <p>Students who choose not to attend these events will remain in class and receive explicit teaching to the relevant curriculum.</p> <p>The major items are our school camps, listed below. These costs are indicative only – exact cost and payment options will be communicated closer to the camp date.</p>	
Grade 2 Camp	\$200
Grade 3 Camp (make-up for missed 2020 Grade 2 Camp)	\$200
Grade 4 Camp	\$300
Grade 5 Camp (make-up for missed 2020 Grade 4 Camp)	\$300
Grade 6 Camp	\$600

Voluntary Contribution	Amount
<p>Hillsmeade Primary School continues to welcome voluntary contributions to support our school.</p> <p>Families are invited to make a voluntary contribution that is used to fund our Grounds and Playgrounds improvements.</p>	\$50