

A Respectful and Responsible Learning Community  
**Parent Payments 2022 – Level 4**

27 October 2021

Dear Parents/Guardians,

At Great Ryrie Primary School, we are proud to offer our students a comprehensive, well-resourced education program, which meets their individual needs and aspirations. We provide rich and diverse learning experiences which extend well beyond the standard curriculum. We are looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2022.

In our quest to provide exceptional student learning opportunities, Great Ryrie Primary School Council has approved the school's parent contributions for 2022, consistent with associated school-level and "Department of Education and Training" (DET) policies. These policies may be viewed on our website ([www.greatryrieps.vic.edu.au](http://www.greatryrieps.vic.edu.au)).

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 making voluntary contributions, 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 provide iPads and up to date ICT equipment in every classroom, curriculum enhancing digital programs, a range of consumables to support enhanced specialist programs including science elements, upgraded readers, Chaplaincy Support, First Aid Support, Sporting equipment, Performing Arts equipment and instrument upkeep, grounds maintenance and improvement and much more.

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

Yours sincerely,



Karen Rouda  
PRINCIPAL



Richard Bailey  
SCHOOL COUNCIL PRESIDENT

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Please find the itemised list of Curriculum Contributions, Extra-Curricular Items & Activities and Other Contributions for your child.

<b>Curriculum Contributions</b>		
Items and activities that students use, or participate in, to access the curriculum.		
<b>Educational Contributions including:</b> <b>Classroom Resources</b> <b>STEM Activities</b> <b>Digital Learning Platforms</b> <b>Computer Technology</b>	<p>This contribution funds important curriculum resources for the shared use of students including class sets of maths equipment, crucial literacy resources eg; guided reading books, take home readers, dictionaries etc, as well as a range of class resources for all other curriculum areas.</p> <p>It helps us to enhance the STEM program within the school by providing materials for cooking in the classroom, science activities etc as well as giving students access to Reading Eggs, Mathletics &amp; useful iTunes Credit Apps</p> <p>In 2022, classrooms will have access to the latest ICT devices and programs. This contribution assists with the purchase of new equipment as well as the maintenance of existing equipment and the updating of software.</p>	Suggested \$145.00
<b>Specialist Contributions including:</b> <b>Art and craft</b> <b>PE &amp; Sporting Equipment</b> <b>Performing Arts</b> <b>LOTE</b>	<p>This contribution funds all of our Specialist programs and provides materials that your child gets to take home in art and the classroom including craft paper, glitter, paints, cardboard, clay etc.</p> <p>Physical Activity and movement for students is vital to their physical and mental wellbeing. It is a place where students can develop their leadership skills, build connections with classmates, learn about sportsmanship and build their confidence. This contribution assists with purchasing equipment for the Physical Education program.</p> <p>Our Performing Arts Program offers one of the most outstanding classroom and instrumental programs in the state. Children are exposed to all aspects of music, drama, dance and media. Contributions assist us in the purchasing of new equipment as well as the maintenance and servicing of existing instruments. It also supports updating our technology eg. iPads, software and recording equipment.</p> <p>Resources for LOTE (Indonesian) are also included within this contribution.</p>	Suggested \$85.00

**Educational items for students to own**

A list of items that the school recommends you purchase from ROS Office Supplies for your child to individually own and use is available at [www.booklist.officebrands.com.au/Croydon](http://www.booklist.officebrands.com.au/Croydon) - see flyer attached for login details.

<b>Stationery Items – purchased online via Ross Office Supplies – see attachment</b>	<b>\$48.05 inc GST</b>
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The purchase of the student stationery items will take place via the **Ross Office Supplies** website. This ensures that every student has items with the same specifications and quality requested by the school. By purchasing through the stationery supplier, we are able to offer considerable savings to parents/carers due to the school's sizeable buying power. If you choose to provide the student stationary items for your child, please ensure you have a conversation with the Business Manager prior to purchase to ensure your purchases meet the requirement of the school.

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**Extra-Curricular Items and Activities**

Great Ryrie Primary School offers a range of items and activities that enhance or broaden the schooling experience of students that are above and beyond what the school provides in order to deliver the standard Curriculum. These are provided on a user-pays basis.

Extra activities include; Excursions, Incursions, Swimming, Camps, Sporting events etc. All events will be managed through Compass throughout the year. A notification will be sent to parents at the time offering the opportunity for your child to attend and permission and payment requirements. CSEF is available to qualifying families to fund Camps, Sports and Excursions/Incursions.

**Other Contributions - for non-curriculum items and activities**

Other Contributions are those which parents/carers are invited to help fund resources, equipment, materials, services and facilities, in addition to those funds provided by the Department of Education and Training. For 2022, these will include an expanded range of voluntary contributions which will add value to your child's educational experience. All contributions received towards these funds directly enhance the school's ability to provide a high quality learning environment and resources for every student.

**Suggested Amount per Family**

<b>First Aid Contribution</b>	First Aid treatment is crucial in schools. The majority of our staff are Level 2 First Aid trained and confident dealing with injuries. This contribution is to assist with the purchase of first aid consumables for our busy sickbay.	Suggested \$10
<b>Grounds Maintenance Contribution</b>	Our whole school grounds plan features an adventure playground, a concrete water spiral, a sensory board walk involving water play, a log forte, an outdoor classroom space and much much more! This contribution assists in the development of the grounds and ensures that the school can continue to maintain its grounds to a high standard and develop them into an interactive, educational play space for all.	Suggested \$55
<b>Chaplaincy Support &amp; Wellbeing Contribution</b>	Our School Chaplain, Alan provides a safe and welcoming environment and is an invaluable support to our students and school Community. Students feel comfortable discussing a range of concerns with Alan including; anxiety, family changes, social challenges, grief and loss. Families can choose whether the focus of the support is faith based or not.	Suggested \$30
<b>Family Support Fund</b>	Every year families are impacted emotionally and financially from a range of circumstances and the difficult circumstances relating to COVID19 have added to these stresses. This fund assists those families who would benefit from financial support in the purchasing of student stationery supplies, participation in optional school activities or the purchase of school uniforms.	Please nominate your donation

**Tax deductible contributions**

<b>Library Fund Contribution</b>	In 2022, we are planning to transform our incredible library space into a fun, inviting and engaging space where students can use their imagination and be consumed by the creativity of books. This contribution assists with purchasing books and equipment for the Library. Families are invited to make a <b>tax-deductible donation</b> towards the school Library Fund. You will receive a tax-deductible receipt upon donation.	Suggested \$40
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Great Ryrie Primary School greatly appreciates and values the longstanding generosity of our wonderful school community.

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### Financial Support for Families

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

- the Camps, Sports and Excursions Fund for eligible students
- Access to State Schools' Relief Program for clothing/uniforms
- Access to Great Ryrie Primary Schools Family Support Fund
- Hardship Policy

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

Jo-Anne Hoare, Business Manager | Ph: 03 9870 6098 | Email: [jo-anne.hoare@education.vic.gov.au](mailto:jo-anne.hoare@education.vic.gov.au)

### 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. Our refund policy is available on the School website.

### Payment methods

#### ROSS OFFICE SUPPLIES



When ordering your stationery items via the online order platform [booklist.officebrands.com.au/croydon](http://booklist.officebrands.com.au/croydon) you will have the option to include all Curriculum and Other Contributions at that time. Just add them to your cart and all your payments can be made in one easy step.

#### COMPASS



Payments for all Curriculum Contributions and Other Contributions can be made either in full or by multiple instalments using Compass Course Confirmation and Payments if you prefer.

1. Open **Course Confirmation and Payments** and select the payments that you would like to make.
2. Either **pay in full** by 12 January 2022 or **via instalments** in Compass Course Confirmation.
3. Complete payment using your Debit/Credit Card details and submit.

#### CASH



Cash will be accepted at the school office. Payments can be made either in full or via Instalments using Compass Course Confirmation and Payments by printing the 'Pay in Person' page and returning this to the office with payment.

1. Open **Course Confirmation and Payments** and select the payments that you would like to make.
2. Either **pay in full** by **12 January 2022** or **via Instalments** in Compass Course Confirmation.
3. Select 'Pay In Person' and return completed form and payment to office.

#### BPAY PAYMENT



**Bill Code 87361**

**Bill Reference** is available by contacting the office

WE ACCEPT THESE MAJOR CREDIT CARDS



# 2022 STATIONERY ITEMS

Open for ordering **Monday 1 November 2021**

**Last day for ordering Tuesday 30 November 2021\***

Student Stationery Items will be handed to students on the first day of Term 1 2022 OR available for collection from the School on Friday 21 January 2022 between 10.00am-12.00am if you prefer.

## ORDER ONLINE

### 1. Go to Stationery Website

[booklist.officebrands.com.au/croydon](http://booklist.officebrands.com.au/croydon)

Enter School Access Code: **XC995R**

Select: [Create an Order](#)

### 2. Enter Details and Create Your Order

**Separate orders are required for each child.**

Enter your child's name and select the class year level for **2022** from the drop-down menu

Select: [Continue](#)

Required quantities for each product are displayed

When finished, click on: [Add order to Cart](#)

You will be able to

Review your order (click on: [Edit Order](#) if required)

Select: [Checkout](#) OR [Add another Student](#)

### 3. Checkout

Payment methods available are MASTERCARD or VISA.

Select: [Submit Order](#)

A confirmation email will be sent to the email address on your order with your purchase and payment details.

### **\*IMPORTANT INFORMATION**

If you wish to pay via Cash or Instalments or you are experiencing financial hardship please contact Jo-Anne Hoare, Business Manager on 9870 6098 or at the office BY Friday 26 November 2021 to arrange your stationery order and voluntary payments.

**\*Late orders** will be accepted after 30 November 2021, but a late fee of \$15 will be added and some items may not be available for the start of school so please order as soon as possible.

We are here to help. Any problems just call us on 03 9839 8400

# 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.