*Grade 4*

**CARDROSS PRIMARY SCHOOL**
POST OFFICE 150
CARDROSS. VIC. 3496
PHONE: 03 5024 1267
FAX: 03 5024 2109
Email: cardross.ps@education.vic.gov.au

Dear parent/guardian,

Cardross Primary School is looking forward to another great year of teaching and learning and would like to advise you of Cardross Primary School's voluntary financial contributions for 2026

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 you 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 always played an enabling role in the provision of resources that extend the school's capacity to add value to students' learning experience.

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

Yours sincerely,

Darren Poole
School Council President

Tegan Bell
Principal

| **Book List** – Stationary to access the Curriculum | Amount |
|---|---|
| *2026 Year 4 Book List*<br>• *Student stationary.* | $140.00 |
| **Curriculum Contributions** - items and activities that students use, or participate in, to access the Curriculum | Amount |
| *Year 4 consumables, materials and equipment*<br>• *Art- paint, crayons. glitter, canvas etc*<br>• *MAPPEN, consumables* | $20.00<br>$20.00 |
| *Year Prep– Grade 6:*<br>• *ICT Device Program Apps*<br>• *Essential Assessment* | $50.00<br>$14.00 |
| **Paid**<br>**Balance Total Amount** | **$0.00**<br>**$244.00** |

**Extra-Curricular Items and Activities**

*Cardross 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.

| **Extra-Curricular Items and Activities** | **Amount** | |
|---|---|---|
| *Year 4* 2026 Camps & Excursion Program | | TBA |
| *Swimming Program – entry ($TBA)* | | TBA |
| **Total Extra-curricular Items and Activities** | | **$0.00** |
| | | |
| **Total Outstanding** | | **$0.00** |

| Category | Totals |
|---|---|
| *Book List* | $140.00 |
| *Curriculum Contributions* | $104.00 |
| *Extra-Curricular Items and Activities* | $TBA |
| **Total** | **$244.00** |

**Financial Support for Families**

Cardross 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 Pension/healthcare card recipients)

**Option 1: Payment in full either cash/cheque or Direct Deposit….**

- **Due by Friday February 27th, 2026**

**Option 2: Payment by two instalments (Cash/Cheque/Direct Deposit)**

- **First payment $122.00 due by Friday February 27th, 2026**
- **Second payment $122.00 due by Friday August 7th, 2026**

**Option 3: Pay by four instalments (Cash/Cheque/Direct Deposit)**

- **First payment $61.00 due by Friday February 27th, 2026**
- **Second payment $61.00 due by Friday May 8th, 2026**
- **Third payment $61.00 due by Friday August 7th, 2026**
- **Fourth payment $61.00 due by Friday October 16th, 2026**

**Option 4: I would like to speak with the school Principal/Business Manager to put in place alternative arrangements. For example, Direct Deposit of a weekly amount.**

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

Tegan Bell or Kylie Fotheringham

Ph: 03 *5024 1267* | Email: *cardross.ps@education.vic.gov.au*

**Payment methods**

*Direct Deposit*

Cardross Primary School Council Official Account

BSB 063520

ACC 10128496

**Refunds**

*Cardross Primary School Refund Policy Attached*

# 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 | Other Contributions | Extra-Curricular Items and Activities |
|---|---|---|
| Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum. | Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives. | 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.