



Mentone Park Primary School

Parent Payment Arrangements 2025

19 November 2024

Dear Parent/Guardian,

We wish to thank our parent community for their ongoing financial support of our school and its programs through Family Payments and Contributions. Our community has gathered together for a number of fun and engaging activities this year which has continued to strengthen our school community and raise valuable funds which we are able to spend on your children. With your help we have continued to make adjustments to our curriculum delivery whilst also maintaining our high standards of social, emotional and academic care.

In recognition of the increased cost of living expenses and with significant changes to government funding for schools we have tried to keep our costs for the Essential Curriculum Contributions stable. However, with recent funding cuts and a rise in our expenses we have been forced to make a small increase in contributions for 2025.

We have recently completed an audit of items already onsite, and we have taken current stock levels into account when purchasing for next year. Student personal resources will continue to be used for the remainder of this year and will be taken home in the last week of school.

Recent financial contributions have resulted in significant investments in STEAM equipment, laptop computers in our Middle School, and ICT infrastructure upgrades to assist our staff to provide high quality programs for your children. These funds also assist with the care and maintenance of our beautiful and extensive grounds which the students are fortunate to enjoy.

Moving forward into 2025 we will continue to invest heavily into Literacy, Numeracy and ICT as well as placing a strong commitment to upgrading our health and wellbeing support programs throughout the school. Your contributions will assist us to implement a number of key programs with a focus on mental health and wellbeing.

We greatly appreciate all parents' full support to generate the funds required to deliver these programs with the necessary resources. We would like to emphasize that this money is used during the school year for the direct and immediate benefit of each individual student. We make every effort to keep the cost of items and activities to a minimum and affordable to all families.

2025 contributions are divided into 4 areas

1. Student Stationery Packs

This year stationery packs will be purchased online through our school supplier KaKaKids. You simply log in, www.shopmpps.com.au select **PURCHASE BOOKLISTS** and enter the code **mpps4935** to access your book lists and follow the prompts to complete your order. You can choose to either order and pay online and have the books delivered to the classroom for the start of term 2025 or, you could source your own as per attached list on the booklist website. If you do purchase your own, please include all items on the list.

2. Essential Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum. These funds, which are outlined clearly in the attached letter, support your child to participate in all learning areas.

3. Other Contributions - for non-curriculum items and activities

We continue to welcome your voluntary contributions to support our school.

- a. General Voluntary Contributions go towards all of our school's priorities for 2025 as well as providing additional activities and services for all students. In 2025 this will be used to facilitate number of mental health and wellbeing initiatives.
- b. The Building and Library Funds, which are tax deductible, are managed under Government guidelines and are used exclusively to provide resources for our students. All donations to these funds are fully tax deductible. These will be used to enhance the resources of the library, including ICT resources that will be housed in the library area, and maintenance and upgrades to our buildings. Our recent library refurbishment was funded in part by these contributions.
- c. Voluntary contributions to ICT assist the upgrade of our ICT resources and infrastructure. Grounds contributions allow us to maintain the grounds and playgrounds and employ a grounds maintenance person to assist with regular upkeep.

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.

4. Excursions, incursions, camps, swimming, and sport activities

Excursions, incursions, camps, swimming, and sport activities which are a vital component of your child's learning experience, will be charged individually throughout the year closer to the event.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary.

Our school understands that families may experience financial difficulties and values a proactive approach to supporting families. Alternative payment arrangements are available through the school. Please see Leisa Higgins (Principal) or Jennifer Aylen (Business Manager) if you would like to discuss and arrange alternative payment options.

If you have any queries or wish to discuss your circumstances and the options available to you, please contact the school to make an appointment.

The 2025 Parent Payment Policy – On Page Overview is attached to this document.

Yours sincerely,



Leisa Higgins
Acting Principal



Trent Brickle
School Council President

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.



1: INDIVIDUAL STUDENT STATIONERY PACKS

Stationery packs will be purchased online through our school supplier KaKaKids. You simply log in, www.shopmpps.com.au, select **PURCHASE BOOKLISTS** and enter the code **mpps4935** to access your book lists and follow the prompts to complete your order. Please order by the 15th December 2024 to avoid a late charge.

Alternatively, you could source your own stationery pack as per the attached list on the booklist website. Please ensure your child has all items on the list by the start of the school year.

2: ESSENTIAL CURRICULUM CONTRIBUTIONS

CURRICULUM CONTRIBUTIONS- items and activities that students use, or participate in, to access the Curriculum	
	AMOUNT
Specialist consumables, materials & equipment for STEAM/ Art/ PE/AUSLAN	\$320.00 for the entire year. Payment plans available.
Visual Art – paint, crayons, canvas, glitter, coloured paper	
STEAM materials- equipment and consumables	
Performing Arts- equipment and classroom consumables	
PE- equipment	
Printing/Photocopy & Learning Materials	
Online Subscriptions including Reading Eggs, Essential Assessment, Matific & Compass	
TOTAL CURRICULUM CONTRIBUTIONS	

3: OTHER CONTRIBUTIONS

OTHER CONTRIBUTIONS	
	AMOUNT
First Aid. These funds will be used to support all staff to be trained in first aid and for first aid supplies.	
General Voluntary Contributions: These funds go towards all of our school's priorities for 2025 as well as providing additional activities and services for all students	Please nominate Your Voluntary Contribution on the payment summary sheet
Building Fund – THIS DONATION IS TAX DEDUCTIBLE: These voluntary contributions will help to maintain and develop our school buildings.	
Library Fund – THIS DONATION IS TAX DEDUCTIBLE: These voluntary contributions will help to enhance our library resources.	
Voluntary Financial Contribution – Grounds: These voluntary contributions will help with maintaining and developing our extensive school grounds and gardens employment of a grounds maintenance person to assist with the regular upkeep.	
Voluntary Financial Contribution – ICT: These voluntary financial contributions will help the purchase of additional Information Technology equipment across our school.	
TOTAL OTHER CONTRIBUTIONS	



4: EXTRA CURRICULAR ITEMS

Mentone Park 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 to deliver the Curriculum. For example, school photos, excursions, incursions, School BBQ, swimming, and other events. These will be invoiced separately throughout the year and are provided on a user-pays basis.

PARENT PAYMENT ARRANGEMENTS

Our school understand that families may experience financial difficulties and values a proactive approach to supporting parents experiencing hardship. If you would like to discuss alternative payment arrangements that would suit your individual situations, please feel free to contact:

- Leisa Higgins (Principal) on 9583 4935 or email leisa.higgins@education.vic.gov.au
- Jennifer Aylen (Business Manager) on 9583 4935 or email mentone.park.ps@education.vic.gov.au

Parents or guardians who hold a current health care or pension card maybe eligible for financial help through the Camps, Sports, and Excursion Fund. To apply or for further information, please contact the school office.



STUDENT NAME: _____

PARENT NAME: _____

CONTACT NO. _____

SECTION		AMOUNT
Curriculum Contributions		\$ (\$320.00)
Voluntary Contributions		
General Voluntary Contributions		\$
Building Fund Donation – TAX DEDUCTIBLE		\$
Library Fund Donation - TAX DEDUCTIBLE		\$
Grounds		\$
ICT		\$
		TOTAL CONTRIBUTION \$.....

PAYMENT OPTIONS – Please tick your payment option

A <input type="checkbox"/>	Full payment prior to 29 January 2025
B <input type="checkbox"/>	Two payments – 29 January & 13 June 2025
C <input type="checkbox"/>	Other payment arrangements

PAYMENT METHOD – Please tick your payment method

☐ Qkr! ☐ Cash ☐ Credit Card

*If you would like the amount to be automatically deducted on a selected date please complete the Credit Card section below.
VISA and MASTERCARD will be accepted*

SIGNED _____ **DATE** _____

DETAILS FOR CREDIT CARD PAYMENT

DETAILS FOR CREDIT CARD PAYMENT		
PARENT NAME		
Please charge my Credit Card	1st Deduction – 29 January 2025 \$.....	2nd Deduction – 13 June 2025 (if option B is selected) \$.....
Credit Card No.	
Expiry Date:	
	Security Code:	
Cardholder's Signature	Mobile Number	