



*Excellence  
through Endeavour*

**MURRUMBEENA  
PRIMARY SCHOOL**  
No. 3449

HOBART ROAD  
MURRUMBEENA  
VICTORIA, 3163  
PHONE: (03) 9568 1300  
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Email: [murrumbeena.ps@edumail.vic.gov.au](mailto:murrumbeena.ps@edumail.vic.gov.au)

October 2023

Dear Parent/Guardian,

Murrumbeena Primary School is looking forward to another great year of teaching and learning and would like to advise you of Murrumbeena Primary School's voluntary financial contributions for 2024.

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 fundraising or volunteering your time. This has made a huge difference to our school and the programs and facilities we offer.

Within our school, parent contributions have allowed us to continue to enhance the learning environment and to offer a wide range of programs to capture the varied interests of our students. Parent contributions have allowed us to:

- Offer the 'Stephanie Alexander Kitchen Garden' program which enables students to grow, harvest, prepare and share food through gardening and cooking classes with specialised staff. Enhance digital learning opportunities using a range of technologies. We recently upgraded our infrastructure for faster Wifi and internet.
- Continue to create open learning spaces, both indoors and outdoors with furnishings and fittings designed for creativity, communication and collaboration.
- Parent contributions have also enabled the school to refurbish the library in 2022. Across 2023 and 2024 the classrooms in the main building are being painted and new carpet installed.

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

Yours sincerely,

**Rochellee Plumb**  
**Principal**

**Sandra Maxfield**  
**School Council President**

## 2024 Parent Payment Contributions: Year 3 and 4 Students

Child Name : \_\_\_\_\_ Year: \_\_\_\_\_

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		Amount	
Writing books, pens, pencils, textas, erasers, rulers, glitter, scissors, sharpeners, scrap books, glue, post it notes, pencil cases, sheet protectors, text books such as Targeting Handwriting books.		\$100	
Consumables for art: clay, materials, paint, oil pastels, card		\$25	
Physical Education: equipment and ribbons		\$20	
Information and Communications Technology Software and equipment needed to sustain and enhance our ICT program, including a covid safe headset for your child to use and own.		\$25	
Printing and photocopying		\$25	
Online subscriptions to use at school and at home to enhance learning: for example Essential Assessment Maths Essential Assessment Literacy Wingar Epic eSmart Cyber Safety Digital Licence Encyclopaedia Britannica Brain Pop Jr Padlet		\$70	
Japanese consumables		\$10	
International Baccalaureate – International Primary Years Program (PYP)		\$85	
<b>Total Amount</b>		<b>\$360</b>	
Other Contributions - for non-curriculum items and activities		Amount	
School grounds maintenance and improvements to keep the school looking its best		\$50	
First aid: The school provides first aid consumables to treat students and to meet student health needs when at school, on excursions and camp.		\$20	
<b>Total Other Contributions</b>		<b>\$70.00</b>	
Tax deductible contributions			
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.		\$150	
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.		\$50	
<b>Total Tax-Deductible Contributions</b>		<b>\$200</b>	
Extra-Curricular Items and Activities- Murrumbena Primary School offers a range of items and activities that enhance and broaden the schooling experience for students. These are above and beyond what the school normally provides in order to deliver the curriculum. These extra- curricular activities are provided on a user-pays basis.		Amount	Purchase (Please tick)
Excursions and Incursions, these activities enhance the schooling experience		\$150	
SAKG – Stephanie Alexander Kitchen Garden Program (includes 32 meals through the year)		\$320	
Swimming Lessons Entry to pool (9 x 45 minute lessons) and water safety program		\$60	
<b>Total Extra-curricular Items and Activities</b>			<b>\$ 530.00</b>

**Year 3 and 4 Students**

Child Name : \_\_\_\_\_ Year \_\_\_\_\_

Curriculum Contributions		\$360.00
Other Contributions	Non tax-deductible	\$70.00
	Tax -deductable	\$200.00
Extra-Curricular Items and Activities		\$530.00
<b>Total Amount</b>		<b>\$1160.00</b>

**Payment Options:**

**Option 1:** I wish to pay the full amount \$1160.00 by 29/01/2024.

**Option 2:**

I wish to pay in two instalments the first instalment by 29/01/2024 \$ 580.00  
 The second instalment on 15/04/2024 \$ 580.00

**Option 3:** Further flexible contribution options are available through the office.

**Payment Methods: BPAY is the school's preferred payment option.**

BPAY  CASH  EFTPOS AT OFFICE  CREDIT CARD

Please contact the office for your family BPAY reference number.

CREDIT CARD PAYMENT DETAILS					
Credit Card Number	- - - - / - - - - / - - - - / - - - -			Card Expiry	
Signature		Date		Amount	\$



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### **Financial Support for Families**

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

- Camps, Sports and Excursions Fund  
<http://www.education.vic.gov.au/about/programs/health/Pages/csef.aspx> - Applications are submitted by schools. The program provides capped payments for eligible students to attend camps, sports and excursions. If eligible, a payment of \$125 per child is payable to the school which can be applied to the above activities for 2024.
- Second Hand Uniform Stall, twice a year
- State Schools Relief (SSR) Applications are submitted by schools. The program covers costs such as new school uniform, shoes and socks.

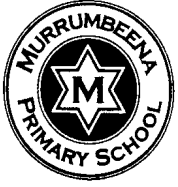
For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Rochellee Plumb (Principal) or Helen Georgitsopoulos (Business Manager)

Ph: 03 9568 1300 | Email: [Murrumbeena.ps@education.vic.gov.au](mailto:Murrumbeena.ps@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 and in accordance with the Department's Parent Payment Policy and Guidance.



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## 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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.