



School No. 2383  
Est. 1881

## MIRBOO NORTH PRIMARY SCHOOL

### *Working Together*

Principal: Matthew Snell

1 Balook Street  
Mirboo North, Vic, 3871  
Tel: (03) 5668 1375

ABN: 39 767 292 691

Website: [mirboonorthps.wixsite.com/official](http://mirboonorthps.wixsite.com/official)

Email: [mirboo.north.ps@education.vic.gov.au](mailto:mirboo.north.ps@education.vic.gov.au)

## REQUESTED PARENT PAYMENT ARRANGEMENTS 2025

Dear Parents,

*Mirboo North Primary School* is looking forward to another great year of teaching and learning and would like to advise you of our school's parent payment arrangements for 2025

As you are aware the State government provides students with free instruction to fulfil Victorian Curriculum. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students. This support through our Parent Payment request, Parent's Club fundraising, SRC fundraising, and the multiple ways parents and friends of the school volunteer, ensures our school enhances instruction and curriculum right through your child/children's time with us.

Our requested parent payments for 2025 were set at our last School Council Meeting and they will be **\$210** per student.

This covers;

- all consumable materials and items needed by each student, which are packed in a bag that is collected on booklist days
- online subscriptions to learning activities eg: Arts Performances, Essential Assessments, Sounds Write and Accelerated Reader subscriptions
- used to resource extra-curricular opportunities
- supporting the continued development of school facilities

Obviously, we aim to request an amount that is as low as possible and that does only cover the essentials every child needs. In a normal year, the money received from parents, is always used and topped up if and when needed from our schools operating budget, donations and from welfare lines, such as The Mirboo North and District Community Foundation support fund. Together with the school council we prioritise and target the expenditure of these funds.

Again, many families have utilised the school's BPay or Direct Debit option and paid a small amount each week, fortnight or monthly, which accumulates in the family account. It may then be used throughout the year for essential learning charges, camps, excursions etc. If you would like access to this option, please see Julie or Kate in the office.

Other set charges will arise throughout the year for camps and/or excursions, and these charges will be advised through grades and on Compass closer to the time of the event.

The Victorian Government is making life that little bit easier for families by providing a one-off \$400 School Saving Bonus in 2025.

This support will help cover the cost of school uniforms, school activities like camps, excursions and sports.

**Financial Support for Families**

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

- the Camps, Sports and Excursions Fund
- Payment Plans
- Financial hardship fund support

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

Matthew Snell - Principal

Phone: 03 5668 1375 or Email: [mirboo.north.ps@education.vic.gov.au](mailto:mirboo.north.ps@education.vic.gov.au)

**Payment Methods**

Payment can be made via the Primary School Office by cash, Eftpos, credit card or BPay.

- BPay: Quote Biller Code 87361 and Reference Number that appears on your family statement.
- Please email the primary school to advise of your payment – [mirboo.north.ps@education.vic.gov.au](mailto:mirboo.north.ps@education.vic.gov.au)
- Eftpos: Debit Card or Credit Card (Visa / Mastercard) accepted

Please contact the office if you need assistance with a payment plan.

**Update of Contacts and Emergency Details**

Please find enclosed a Contact and Emergency Detail Sheet, could you please check these details are correct, amend if necessary and return to school on bag pick up day. Could you please write your current email details and mobile number on the form, as we need to update our Administrative System. This is imperative with the introduction of school closure "Code Red Days" in particular.

**Learning Bag – pick up days 2025**

The school office will be open from 9.00am to 1pm to pay and pick up the individual essential learning bags for each student on **Tuesday 28<sup>th</sup> January, 2025**. Please note these materials are part of the consumables children need. Nowhere near all.

**We will be offering the option to pick up the bags at the end of Term 4, from the Monday 16<sup>th</sup> December – Thursday 19<sup>th</sup> December 2024, during school hours.**

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

Yours faithfully,

**Matthew Snell**  
**Principal**

**Veronica Halliday**  
**School Council President**

### **Requested Parent Payment**

- all consumable materials and items needed by each student, which are packed in a bag that is collected on booklist days
- online subscriptions to learning activities eg: Arts Performances, Essential Assessments, Sounds Write and Accelerated Reader subscriptions
- used to resource extra-curricular opportunities
- supporting the continued development of school facilities

Requested Parent Payment	Amount
Student Stationery Packs and Classroom Consumables	\$210.00
<b>TOTAL</b>	<b>\$210.00</b>

### **Other Items**

*Mirboo North Primary School* offers other items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience and support for your child. If you would like make a donation, please indicate on the table below.

Optional Item	Amount
<i>Chaplaincy Donation:</i> \$10.00    \$20.00    \$50.00 or \$100.00	\$

### **Additional Contributions**

*Mirboo North Primary School* continues to welcome your voluntary contributions to support our school.

You can make a general voluntary contribution that goes towards all of our school's important priorities for 2024 as well as providing additional activities and services for all students.

Additional Contribution	Suggested Additional Contribution per family	Amount
<i>Additional Contribution</i>	\$30.00    \$50.00    \$100.00    \$200	\$

### **Extra-Curricular items and Activities**

Mirboo North 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 charges will arise throughout the year and these charges will be confirmed and advised to parents closer to the time of the event.

Extra-Curricular items and Activities	Amount
<b>[PLEASE NOTE THESE ARE COSTS BASED ON PREVIOUS YEARS AND MAY NOT BE THE FINAL COST]</b>	
Mirboo North Primary school is not asking for payment at this stage, it is just a guide of what you could expect to be asked to pay leading up to these camps/excursions.	
<b><u>PREP</u></b>	
Zoo Excursion	\$ 70.00
Excursion	\$ 30.00
Water Awareness Program	\$ 40.00
<b>PREP TOTAL</b>	<b>\$140.00</b>
<b><u>Grade 1</u></b>	
Excursions x 2	\$100.00
Water Awareness Program	\$ 40.00
Camp Day	\$45.00
<b>GRADE 1 TOTAL</b>	<b>\$ 185.00</b>
<b><u>Grade 2</u></b>	
Inverloch Camp (2 days)	\$170.00
Excursions x 2	\$100.00
Water Awareness Program	\$ 40.00
<b>GRADE 2 TOTAL</b>	<b>\$310.00</b>
<b><u>Grade 3/4</u></b>	
Camp (3 days)	\$360.00
Excursion	\$ 30.00
Water Awareness Program	\$ 40.00
<b>GRADE 3/4 TOTAL</b>	<b>\$430.00</b>
<b><u>Grade 5</u></b>	
5/6 Camp (3 days)	\$500.00
Interschool sport	\$ 60.00
Water Awareness Program	\$ 40.00
<b>GRADE 5 TOTAL</b>	<b>\$600.00</b>
<b><u>Grade 6</u></b>	
5/6 Camp (3 days)	\$500.00
Wilson's Prom Camp	\$150.00
Water Awareness Program	\$ 40.00
Interschool Sport	\$ 60.00
Grade 6 T-shirt	\$ 30.00
Grade 6 Jumper	\$ 30.00
<b>GRADE 6 TOTAL</b>	<b>\$810.00</b>

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 requested payment or not.

Category	Amount
Requested Parent Payment	\$
Optional Items	\$
Additional contribution	\$
<b>TOTAL</b>	\$

**NAME:** \_\_\_\_\_

**GRADE:** \_\_\_\_\_

**NAME** \_\_\_\_\_

**GRADE** \_\_\_\_\_

**NAME** \_\_\_\_\_

**GRADE** \_\_\_\_\_

### Update Details:

We are writing to all families at this time, seeking to update our records in relation to parent occupations. There is an area listed as 'occupation code' on every enrolment form that determines how much funding (per child) the school receives from the Department of Education at the beginning of each year. Where the occupation of each family is not listed, we automatically receive the least amount possible per child. It is by no means intended as an intrusion into your personal information. Each family's individual information is completely confidential and remains with the school. We understand that personal circumstances change and want to ensure our information is up to date and accurate. It is extremely important the data entered, accurately reflect the current family occupation for each family. Without accurate data, this can have a severe and negative impact on the funding received for the school each year. We stress that this information remains confidential. We are also seeking correct mobile phone numbers in case of an emergency. In the event of an emergency, you will be notified through your mobile phone via the Compass system or via the school administration Cases21 system. We would appreciate you advising us of your current family occupation and mobile phone number. If you have any questions relating to this request, please feel free to call and discuss this. We have also attached your child's details which we have on our system, could these please be checked and updated if necessary.

**Students Name:** \_\_\_\_\_

	Name	Mobile Phone Number	Current Occupation
Adult / Guardian A			
Adult / Guardian B			
Email A			
Email B			

# 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.