

ESSENTIAL EDUCATION ITEMS & CONTRIBUTION 2018

Dear Parent/Guardian,

27th November 2017

Birmingham Primary School is very proud of the quality programs that we have in place to cater for the needs and interests of all our students.

The *Education and Training Reform Act 2006* provides for instruction in the standard curriculum program to be delivered free to all students in Victorian Government schools. The Act also grants School Councils the power to be responsible for developing and approving school-level parent payment charges and can request payments under the categories as specified below.

Free instruction includes learning and teaching, instructional supports, materials and resources, administration and facilities required to provide the standard curriculum program. The standard curriculum program includes core learning and teaching activities related to the Victorian Essential Learning Standards and covers eight key learning areas of:

- The Arts
- English
- Health & Physical Education
- Languages other than English
- Mathematics
- Science
- Studies of Society and Environment
- Information Technology and Communication

The Department of Education and Training's Parent Payments Policy provides advice on the different types of payments that schools can request from parents and outlines the procedures and protocols schools must adhere to. This policy is available from the Department's School Policy and Advisory Guide (www.education.vic.gov.au/spag).

School councils are responsible for developing and approving a school-level parent payment policy that is compliant with the Department's policy.

There are three areas for which parents may reasonably be requested to make a payment or contribution are:

- **Essential Student Learning Items** are those items, activities or services the schools deems essential to support student learning of the standard curriculum. Parents/guardians pay the school to provide or may provide themselves, if appropriate, such items as stationery, text books, use of technology equipment and activities associated with instruction that all students are expected to attend eg: costs associated with excursions
- **Optional Educational Items** are those items, activities or services that are offered in addition to the standard curriculum program. These are offered on a user-pays basis so if parents/guardians choose for their child to access or participate in parents are required to pay.
Camps are activities that are highly recommended for children to participate in and support the standard curriculum. Other extra curricula (eg: Chess, Competitions, etc... are on offer for children and are included in this category)
- **Voluntary Financial Contributions** which parents/guardians are invited to make a voluntary contribution or donation to the school for a general or specific purpose that is identified by the school.

Parents/guardians are responsible for ensuring that their children are provided with Essential Student Learning items. The school makes every effort to keep the cost of items that need to be purchased at a minimum. Parents/guardians also have the option of providing Essential items themselves if they do not wish the school to purchase these items on their behalf. There is a component of the Essential items list that is required to be paid by the parent if they do purchase their own consumable materials.

The Birmingham Primary School Council has made a considerable effort to ensure that this school policy is fair and provides a number of options to support parents to access the materials and services associated with their child's education.

Alternative payment arrangements are also available through the school. If you have any queries or wish to discuss your circumstances and the options available to you, please contact the Business Manager, Fiona Challenger at school to make an appointment.

The school-level parent payment policy is available on our school website www.birminghamps.vic.edu.au

Yours sincerely,

Trish Enzinger
Principal

Tim Sanders
School Council President

Birmingham Primary School 2018 Parent Payment Charges

Booklist

Please find the itemised list that includes Essential Student Learning items (those items that your child needs for school). Birmingham Primary School makes every effort to keep the cost and number of items that need to be purchased to a minimum. We also try to ensure that the costs are affordable for all parents.

The cost for each child for the 2018 Booklist is \$ 225.00 which equates to an investment in your child's education at \$1.12 per school day. Please complete the attached document and return it to school as per dates below.

If you will have difficulty making payments please make an appointment to speak to the Business Manager to discuss possible support options and flexible payment arrangements. Any information about your financial circumstances, payment arrangements or status will be kept strictly confidential.

We would appreciate payment by Wednesday 13th December 2017 if you wish to receive your child's book pack on Monday 18th December 2017 (book packs will come home with your child on this day).

However, if you would like to pick up your child's books prior to school commencing, parents can purchase and collect student book packs on Monday 29th January or Tuesday 30th January between 12.00 pm and 2.00 pm from the school office.

Children in Years 1 to 6 will have further necessary items purchased in bulk available for use from the first day of their school year.

Prep children do not receive a book pack as all items are purchased in bulk and are available for use on their first day of school.

Voluntary Contribution –

Development of Garden and Play areas

For 2018 your contribution will be utilised to start the first part of the landscaping behind the year four classrooms. This is the first part of a five to eight year plan, which will create play areas for children. The beginning works will be play area for all children to enjoy as well as prevent any further soil erosion on the embankment. Our site is a tricky one, so our master plan is strategic so we can utilise all the school grounds.

Information Technology Equipment

Your contribution will contribute to increasing Information Technology equipment throughout the school. This comes as a cost and our three year plan is ambitious but will allow all students access to numerous ICT devices to assist with their learning. We want to embed digital learning across all curriculum areas and develop their skills by working at a deeper level. To do this we need many more devices for our children to access. Your contribution will greatly assist us in making this happen.

The cost of the 2018 Voluntary contribution is \$ 80.00 per family.

We do rely on these voluntary contributions to supplement the funding we receive from the government, and our children will be the ones who reap the benefits. To achieve these goals we rely on our school community and invite parents to contribute. The contribution amount is detailed below and is per family.

Payments

Please complete the attached form and return and/or payment in the secure mailbox (outside the school office). You can make one payment per family. Payments can be made via the school mailbox, at the office, Eftpos or on QKR.

If paying by QKR it is important that you return the completed form to the school's office on your date of payment.

Birmingham Primary School 2018 Parent Payment Charges

Essential Education items (required to be paid for all students)

Item	Specifications	Cost										
Stationery & Bulk Items vary across all year levels	Scissors, Colourfun Assorted Colours, Dotted Thirds Writing Books, Pencil Cases, Scrap Books, Glue Sticks, Grip Triangular Pencils, Wax Crayons, Whiteboard Markers, My Personal Dictionary, Mini Scrap Books, Coloured Pencils, Document Wallets, Display Book, Project Books, My Reading (Junior Level), Erasers, Bulk items – Coloured paper, craft papers and kinder squares, Flash cards, Plasticine, Dotted Third sheets, Tapes, Paper fasteners, Assorted craft items, paper plates, Literacy Program writing paper, Diaries, USB's, Calculators etc...	\$98.00										
Materials provided for Specialist Programs where the students get to take home their finished work.	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Visual Arts Materials</td> <td style="width: 50%;">Physical Education Materials</td> </tr> <tr> <td>Library Materials</td> <td>Music Materials</td> </tr> <tr> <td>Respectful Relationships Materials</td> <td></td> </tr> <tr> <td>LOTE Materials (Italian)</td> <td></td> </tr> <tr> <td>Global Studies Materials</td> <td></td> </tr> </table>	Visual Arts Materials	Physical Education Materials	Library Materials	Music Materials	Respectful Relationships Materials		LOTE Materials (Italian)		Global Studies Materials		\$40.00
Visual Arts Materials	Physical Education Materials											
Library Materials	Music Materials											
Respectful Relationships Materials												
LOTE Materials (Italian)												
Global Studies Materials												
Literacy Program "Reading Eggs" Maths Programs "Mathletics" & "Maths Essential"	All students have access to "Reading Eggs" & "Mathletics" & "Maths Essential" – children have their own log in details and is utilised at both school and home (yearly subscriptions)	\$22.00										
Information, Technology and Communication (ICT) (Computer Availability & Usage by students in all Curriculum Areas	Computers, laptops, iPads, Interactive Screens etc.. are used to support the course of instruction for the standard curriculum throughout all year levels. Our well-resourced and excellent computer program is serviced through lease arrangements and this co-contribution ensures all students have access to hardware.	\$45.00										
Student Printing	Student Printing is an end product of student's work and is essential to support your child in all areas of the standard curriculum.	\$20.00										
TOTAL COST OF ESSENTIAL ITEMS		\$225.00										

Note: Parents may choose to provide or purchase items themselves. If you choose to do this you must consult with the school so that your child has the comparable items. There are some items or services you cannot purchase yourself, these items can be purchased through the school. Parents are expected to pay for these items and services.

Birmingham Primary School 2018 Parent Payment Charges

PLEASE COMPLETE AND RETURN THIS PORTION WITH PAYMENT TO THE MAILBOX OUTSIDE THE SCHOOL OFFICE

Family Surname: _____ Parent's Name: _____

Child's Name: _____ 2017 Grade: _____

Child's Name: _____ 2017 Grade: _____

Child's Name: _____ 2017 Grade: _____

Child's Name: _____ 2017 Grade: _____

Essential Education items @ \$ 225.00 x _____ child/children Amount \$ _____

Voluntary Financial Contribution @ \$80.00 per family Amount \$ _____

TOTAL PAYABLE \$ _____

Parent Payment Arrangements

Please indicate your preferred method of payment:

Option A Full amount by Wednesday 13th December 2017 to receive your child's book pack on Monday 18th December 2017

Option B Will collect and pay for Books (prior to school commencing) on Monday 29th January or Tuesday 30th January 2018

Option C Other Payment arrangement (If selecting this option please make an appointment with the school to discuss your circumstances and the available options)

Parent's Signature: _____

Payment by: QKR (date of payment) _____

Pay by QKR (School App – QKR by Mastercard – can be downloaded from your App store) **Completed Forms to also be returned to the office.**

Cash / Cheque (payable to Birmingham Primary School)

EFT (school office)