



Dear Templestowe Heights Primary School families,

Templestowe Heights Primary School is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2025. These have been reviewed and endorsed in consultation with School Council.

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, along with your financial contributions have made a huge difference to our school and the programs we can offer.

Within our school this support in 2024 allowed us to purchase books for our Library, employment of our Grounds/Maintenance officer, replacement of Tiger Turf, installation of Solar panels on Building D, extension of the Library space, installation of split system air conditioners, and renovation of the Meeting Room located at the office.

Financial Support for families

Templestowe Heights Primary School understand that some families may experience financial difficulty and offers a range of support options, including:

- **Camps, Sports & Excursions fund (CSEF)** may be available to assist with costs associated with Camps and excursions for families who hold a valid, means-tested concession card. Application forms are available from the school office. Parents who currently receive the CSEF and who remain eligible will automatically have their 2025 application processed by the School.
- **State Schools' Relief** applications are submitted by schools. The program covers costs such as new school uniforms, shoes, books and more for disadvantaged students.
- **Second hand uniform**
- **Local Community support organisations** (ie Doncare)
- **Payment plans**

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact our Business Manager *Margaret de Haas* or Principal *Rhys Coulson* on 9850 1796 or email templestowe.heights.ps@education.vic.gov.au

Parent Payment forms & payment methods

Please find attached the individual parent payment forms for you to complete and return for your child/rens appropriate year level. Part A relates to individual Curriculum Contributions per *student* and Part B to Other & Tax deductible Contributions per *family*.

We offer a variety of payment options to assist our families:

- EFTPOS including Visa & MasterCard
- BPay
- Cash

Payment can be made from 25 November 2024 – 28 February 2025.

Refunds

There will be instances when families enquire about refunds of payments for a variety of reasons including student illness or medical condition, being unable to attend an activity on the day due to unforeseen circumstances, or leaving the school. All requests for refunds must be made in writing (via email) and are subject to the discretion of the Principal on a case by case basis, taking into account the individual circumstances. Refunds are not granted automatically upon request. The school will assess every request on its merit. Refunds will be given only if by doing so the school will not incur a cost. Refunds will be given by crediting the amount to the student's school account to be used to pay subsequent charges, or directly into a nominated bank account. No refunds can be made by cash or cheque.

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

Yours sincerely,

Rhys Coulson (Principal)

Kai Robotham (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 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.

Foundation students

Student Name: _____

PART A – (PER STUDENT)

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Writing Assessment subscription	\$2.00
Stationery Items	\$72.00
ICT devices – provision of devices from classroom sets/purchase of new devices	\$30.00
Photocopying & printing of learning materials	\$18.00
Classroom take home readers	\$10.00
Tissues for classrooms	\$5.00
Chair-bags	\$14.00
Purchase of Sports, STEM, Humanities & Maths equipment, Classroom materials, Visual Art, Library & Italian Consumables	\$70.00
PART A SUB TOTAL	\$221.00

PART B - (PER FAMILY)

Other Contributions - for non-curriculum items and activities	Amount
First Aid supplies , including band aids, ice packs, school epipens, first aid kits, defibrillator supplies, school ventolin & spacers.	\$10
Compass , the school online parent communication & student report portal	\$20
Grounds Maintenance & Improvements. The donations go a long way to keeping our oval and playgrounds beautiful, topping up playground soft fall, and the upkeep of our community garden and chicken coop. This also includes our yearly OH&S playground & shade sail audits.	\$60
Tax deductible contributions	
Building fund A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$60
Library fund A tax-deductible contribution to help purchase current and popular library books.	\$60
PART B SUB TOTAL	\$
TOTAL PART A & B	\$

Year 1 students

Student Name: _____

PART A – (PER STUDENT)

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Writing Assessment subscription	\$2.00
Stationery Items	\$64.00
ICT devices – provision of devices from classroom sets/purchase of new devices	\$30.00
Photocopying & printing of learning materials	\$18.00
Classroom take home readers	\$10.00
Tissues for classrooms	\$5.00
Chair-bags	\$14.00
Purchase of Sports, STEM, Humanities & Maths equipment, Classroom materials, Visual Art, Library & Italian Consumables	\$70.00
PART A SUB TOTAL	\$213.00

PART B - (PER FAMILY)

Other Contributions - for non-curriculum items and activities	Amounts
First Aid supplies , including band aids, ice packs, school epipens, first aid kits, defibrillator supplies, school ventolin & spacers.	\$10
Compass , the school online parent communication & student report portal	\$20
Grounds Maintenance & Improvements. The donations go a long way to keeping our oval and playgrounds beautiful, topping up playground soft fall, and the upkeep of our community garden and chicken coop. This also includes our yearly OH&S playground & shade sail audits.	\$60
Tax deductible contributions	
Building fund A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$60
Library fund A tax-deductible contribution to help purchase current and popular library books.	\$60
PART B SUB TOTAL	\$
TOTAL PART A & B	

Year 2 students

Student Name: _____

PART A – (PER STUDENT)

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Writing Assessment Subscription	\$2.00
Stationery Items	\$74.00
ICT devices – provision of devices from classroom sets/purchase of new devices	\$30.00
Photocopying & printing of learning materials	\$18.00
Classroom take home readers	\$10.00
Tissues for classrooms	\$5.00
Chair-bags	\$6.00
Purchase of Sports, STEM, Humanities & Maths equipment, Classroom materials, Visual Art, Library & Italian Consumables	\$70.00
PART A SUB TOTAL	\$215.00

PART B - (PER FAMILY)

Other Contributions - for non-curriculum items and activities	Amount
First Aid supplies , including band aids, ice packs, school epipens, first aid kits, defibrillator supplies, school ventolin & spacers.	\$10
Compass , the school online parent communication & student report portal	\$20
Grounds Maintenance & Improvements. The donations go a long way to keeping our oval and playgrounds beautiful, topping up playground soft fall, and the upkeep of our community garden and chicken coop. This also includes our yearly OH&S playground & shade sail audits.	\$60
Tax deductible contributions	
Building fund , A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$60
Library fund A tax-deductible contribution to help purchase current and popular library books.	\$60
PART B SUB TOTAL	\$
TOTAL PART A & B	\$

Year 3 students

Student Name: _____

PART A – (PER STUDENT)

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
RockStar Maths & Writing Assessment Subscriptions	\$5.00
Stationery Items	\$58.00
New Wave Mental Maths Book	\$15.00
Spelling Mastery book	\$30.00
Classroom Novels	\$45.00
ICT devices – provision of devices from classroom sets/purchase of new devices	\$30.00
Photocopying & printing of learning materials	\$18.00
Tissues for classrooms	\$5.00
Purchase of Sports, STEM, Humanities & Maths equipment, Classroom materials, Visual Art, Library & Italian Consumables	\$70.00
PART A SUB TOTAL	\$276.00

PART B - (PER FAMILY)

Other Contributions - for non-curriculum items and activities	Amount
First Aid supplies , including band aids, ice packs, school epipens, first aid kits, defibrillator supplies, school ventolin & spacers.	\$10
Compass , the school online parent communication & student report portal	\$20
Grounds Maintenance & Improvements. The donations go a long way to keeping our oval and playgrounds beautiful, topping up playground soft fall, and the upkeep of our community garden and chicken coop. This also includes our yearly OH&S playground & shade sail audits.	\$60
Tax deductible contributions	
Building fund A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$60
Library fund A tax-deductible contribution to help purchase current and popular library books.	\$60
PART B SUB TOTAL	\$
TOTAL PART A & B	\$

Year 4 students

Student Name: _____

PART A – (PER STUDENT)

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
RockStars Maths & Writing Assessment Subscriptions	\$5.00
Stationery Items	\$60.00
New Wave Mental Maths Book	\$15.00
Spelling Mastery book	\$30.00
Classroom Novels	\$27.00
ICT devices – provision of devices from classroom sets/purchase of new devices	\$30.00
Photocopying & printing of learning materials	\$18.00
Tissues for classrooms	\$5.00
Purchase of Sports, STEM, Humanities & Maths equipment, Classroom materials, Visual Art, Library & Italian Consumables	\$70.00
PART A SUB TOTAL	\$260.00

PART B - (PER FAMILY)

Other Contributions - for non-curriculum items and activities	Amount
First Aid supplies , including band aids, ice packs, school epipens, first aid kits, defibrillator supplies, school ventolin & spacers.	\$10
Compass , the school online parent communication & student report portal	\$20
Grounds Maintenance & Improvements. The donations go a long way to keeping our oval and playgrounds beautiful, topping up playground soft fall, and the upkeep of our community garden and chicken coop. This also includes our yearly OH&S playground & shade sail audits.	\$60
Tax deductible contributions	
Building fund , A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$60
Library fund A tax-deductible contribution to help purchase current and popular library books.	\$60
PART B SUB TOTAL	\$
TOTAL PART A & B	\$

Year 5 students

Student Name: _____

PART A – (PER STUDENT)

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Essential Assessment, RockStars Maths & Writing Assessment Subscriptions	\$17.00
Stationery Items	\$39.00
Spelling Mastery Book	\$30.00
New Wave Mental Maths book	\$15.00
Classroom Novels	\$36.00
ICT devices – provision of devices from classroom sets/purchase of new devices	\$30.00
Photocopying & printing of learning materials	\$18.00
Tissues for classrooms	\$5.00
Purchase of Sports, STEM, Humanities & Maths equipment, Classroom materials, Visual Art, Library & Italian Consumables	\$70.00
PART A SUB TOTAL	\$260.00

PART B - (PER FAMILY)

Other Contributions - for non-curriculum items and activities	Amount
First Aid supplies , including band aids, ice packs, school epipens, first aid kits, defibrillator supplies, school ventolin & spacers.	\$10
Compass , the school online parent communication & student report portal	\$20
Grounds Maintenance & Improvements. The donations go a long way to keeping our oval and playgrounds beautiful, topping up playground soft fall, and the upkeep of our community garden and chicken coop. This also includes our yearly OH&S playground & shade sail audits.	\$60
Tax deductible contributions	
Building fund , A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$60
Library fund A tax-deductible contribution to help purchase current and popular library books.	\$60
PART B SUB TOTAL	\$
TOTAL PART A & B	\$

Year 6 students

Student Name: _____

PART A - (PER STUDENT)

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Essential Assessment, RockStars Maths & Writing Assessment Subscriptions	\$17.00
Stationery Items	\$56.00
Spelling Mastery Book	\$30.00
New Wave Mental Maths book	\$15.00
Classroom Novels	\$16.00
ICT devices – provision of devices from classroom sets/purchase of new devices	\$30.00
Photocopying & printing of learning materials	\$18.00
Tissues for classrooms	\$5.00
STEM Aviation Program	\$20.00
Purchase of Sports, STEM, Humanities & Maths equipment, Classroom materials, Visual Art, Library & Italian Consumables	\$70.00
PART A SUB TOTAL	\$277.00
PART B (PER FAMILY)	
Other Contributions - for non-curriculum items and activities	Amount
First Aid supplies , including band aids, ice packs, school epipens, first aid kits, defibrillator supplies, school ventolin & spacers.	\$10
Compass , the school online parent communication & student report portal	\$20
Grounds Maintenance & Improvements. The donations go a long way to keeping our oval and playgrounds beautiful, topping up playground soft fall, and the upkeep of our community garden and chicken coop. This also includes our yearly OH&S playground & shade sail audits.	\$60
Tax deductible contributions	
Building fund , A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$60
Library fund A tax-deductible contribution to help purchase current and popular library books.	\$60
PART B SUB TOTAL	\$
TOTAL PART A & B	\$

Items for students to bring on the first day

- Art smock (all students)
- School satchel (from uniform supplier PSW) (Foundation – Year 2 students only)
- Pencil Case (Year 3 – 6 students only)

Extra-Curricular Items and Activities

Templestowe Heights 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. No payment is required for these items or activities at this time – permission forms and payment requests will be sent out to families throughout 2025.

Extra-Curricular Items and Activities
Costs to be advised throughout the year
Class photos
Year 6 Graduation/polo shirts/Bomber jackets
Tickets for School events (eg. School Production)
School Camps (Year 3- 6 only)
Interschool Sport & District Sporting events (Year 4 - 6 only)
Excursions & incursions
Private music/art lessons
After school Basketball

Payment details

PAYMENT CAN BE MADE FROM 25 NOVEMBER 2024 – 28 FEBRUARY 2025

Payment can be made by: CASH / MASTERCARD / VISA / BPAY / EFTPOS (PLEASE CIRCLE)

(Please contact the school office if you are unsure of your BPay details)

CREDIT CARD AUTHORITY (if required)

Card Number _____

Expiry Date ____/____ CCV ____

Amount \$ _____

Signature _____