NapoleonsPrimary School

4721 Colac-Ballarat Road, Napoleons, Victoria 3352
Phone: 03 5342 0414
napoleons.ps@education.vic.gov.au

Dear Parents/Caregivers,

This letter provides information about voluntary contributions you can make to support Napoleons Primary School for 2027 and other payments you can choose to make.

Victorian government schools provide free instruction. This means all students have free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.

Some families choose to make a voluntary financial contribution to support the school, and we are very grateful for this support. Making a voluntary contribution is your choice. There is no expectation or pressure for families to contribute.

Napoleons Primary School offers a range of items and activities that are additional to the free instruction provided to all students at our school. Financial help is available for extra-curricular items and activities if you are experiencing financial hardship (see further details under Financial Help for Families in the attached information). For a confidential discussion about how to access the financial help available, please contact: Sue Izard, Ph: 03 5342 0414, Email: Sue.Izard@education.vic.gov.au

If you need an interpreter, please contact 03 9605 3053 and give our school's phone number 03 5341 7580. An interpreter can help you speak with us. This service is free. For more information, please see How to use an interpreter to contact your school.

For more information on the Department of Education's Parent Contributions policy please see the information attached. You can read the full policy at Parent Contributions: Policy | education.vic.gov.au.

Yours sincerely,

Sue Izard
Principal

Kristy Gainger
School Council President

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NAPOLEONS PRIMARY SCHOOL
2027 PARENT CONTRIBUTIONS ARRANGEMENTS

Voluntary contributions

If you are the carer of a student in out-of-home care or hold a financially means-tested card (such as a healthcare card), please ignore the invitation to make voluntary contributions.

We encourage any family experiencing financial hardship to contact the school for information about the financial help available for extra-curricular activities like camps and excursions.

Voluntary contributions	Suggested amount – parents can contribute more or less	Amount
Voluntary contributions to enhance our school's range of programs, resources and environment.	**$150**	$

Extra-curricular items and activities

Napoleons Primary School offers a range of optional items and activities that are additional to the free instruction provided to all students at our school. Accessing these items and activities does require payment, but financial support is available (see further details under Financial Help for Families below).

Example extra-curricular items and activities include:

- optional activities, camps, excursions and programs
- class photos
- social events.

We have provided confirmed or indicative costs of known extra-curricular items and activities below.

Payment for extra-curricular items and activities with a confirmed cost can be made now or later. Payments can also be made via instalment.

Please contact the school for advice on financial help available for extra-curricular items and activities.

Extra-curricular items and activities	Indicative cost	Confirmed cost (where known)	Parent/carer to select
Year F-6 Athletics (Not including Transport)	**$7**	**TBD**	
Year F-3 Gymnastics	**$30**	**TBD**	
Year 4-6 Cross Country & Winter Sports	**$25**	**TBD**	
Year F-6 Writers Festival Excursion	**$8**	**TBD**	

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Year 5-6 National Schools Tree Day	$5	TBD
Year F-1 school sleepover	$10	TBD
Year 2-3 school camp	$200	TBD
Year 4-6 school camp	$400	TBD
Year 6 GRIP Leadership Conference (Subsidised)	$10	TBD
Year 6 Jumper	$55	TBD
Year 6 Graduation Signature Item	$16	TBD
Total Extra-curricular Items and Activities		

Booklist items:

You can choose to buy learning materials for your child to individually use and own. These items can be bought from any supplier.

Napoleons Primary School has an arrangement with the following supplier for the materials that you can buy: Campion Education Ballarat

If you do not buy these items, your child will still be provided with what they need, however they may not be provided with these items to own, or keep, on an individual basis. If you wish to buy items through the supplier, please see recommended list attached/recommended list will be provided and published on our website when finalised.

If you would like to buy items to own that are not from this supplier, you can contact the school office or go to the school website to get the booklist for information about items that will be used.

Financial help for families

Napoleons Primary School understands families can experience financial difficulty. Help is available, including:

- **Camps, Sports and Excursions Fund** – this program provides funding for eligible students, including those in out of home care, and holders of eligible financially means-tested cards (such as health care cards), to attend activities like camps, sporting activities, excursions and incursions that are offered on a user-pays basis.
- **Affordable School Uniforms** - delivered by State Schools Relief, this program helps cover costs such as school uniforms, shoes, and other essential school items where families are experiencing financial hardship or short-term crisis.
- **Payment plans** for Extra-Curricular Items and Activities

Applications for support from the Camps, Sports and Excursions Fund and State Schools Relief are submitted by the school - please contact us to discuss these and other financial help.

For a confidential discussion about how to access financial help, please contact:

Sue Izard
Ph: 03 5342 0414 | Email: Sue.Izard@education.vic.gov.au

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Payment methods

Cash EFTPOS Bpay CompassPay

If you want to make voluntary contributions throughout the year, you can:

- decide when to make each contribution
- choose the amount of each contribution.

If you would like to pay for extra-curricular items and activities through instalments, please use the following payment plan/s:

Bpay – Request a family statement from the office which will give you details to use for setup with your bank.

CompassPay – See options available on Compass.

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, the Department of Education's Parent Contributions policy and guidance, Financial Help for Families policy, and any other relevant information.

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VICTORIA State Government | Department of Education

Parent Contributions policy

Information for families

FREE INSTRUCTION

Schools give students free instruction in the curriculum. This includes:

- Free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.
- The Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major, and the Victorian Pathways Certificate.
- Free access to all subjects, including elective subjects.
- Free access to select-entry and accelerated programs.

FAMILIES CAN CHOOSE TO CONTRIBUTE

Schools can invite 2 types of voluntary contributions:

Voluntary contributions	**Tax deductible contributions**
Used towards enhanced educational programs and school environment, and additional resources and opportunities offered by schools	Used towards building and/or library fund (for those schools who have such funds)

Schools must advise the carers of students in out-of-home care and parents and carers who hold a financially means-tested card (such as a healthcare card) that the invitation to make voluntary contributions does not apply to them.

In addition, schools can invite parents and carers to pay for optional:

- Extra-curricular items and activities that go beyond the curriculum - for example, school photos, some excursions and some camps.
- Learning materials for students to individually use and own - for example, textbooks, stationery, and in secondary schools only, digital devices. If these items are not bought or provided from home, schools will provide students with free access to what they need for curriculum delivery.

FINANCIAL HELP FOR FAMILIES

Each school has a contact person who can discuss with parents and carers the financial supports that are available.

Schools must publish their Parent Contributions arrangements on their school website, along with a link to the department's Parent Contributions policy.