15/6/2016

Dear Parent/Guardian

The *Education and Training Reform Act 2006* provides that instruction in the standard curriculum program is delivered free to all students in Victorian Government schools; this is referred to as ‘free instruction’. The Act also grants school councils the power to charge fees for goods and services to support the delivery of free instruction and to raise funds.

Free instruction includes learning and teaching, instructional supports, materials and resources, administration and facilities associated with the provision of the standard curriculum program. The standard curriculum program includes core learning and teaching activities related to the Victorian Essential Learning Standards (Victorian Curriculum) and senior secondary certificates such as VCE, VCAL and VET in Schools programs.

The Department of Education and Training *Parent Payments in Victorian Government Schools* 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](http://www.education.vic.gov.au/spag)).

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

- **Essential Education Items $180.00** - parents/guardians pay the school to provide (for example, student stationery packs, Mathletics subscription, CAFE resources, Art and Craft supplies, ICT consumables);

- **Optional Extras -$10.00 CEPS Book Bag** (prep students or as required): offered on a user-pays basis and which parents/guardians may choose whether their child accesses.

- **Voluntary Financial Contributions – Library Fund & Computer Fund** which parents/guardians may be invited to donate to the school.

Parents/guardians are responsible for ensuring that their children are provided with essential education items. The school makes every effort to keep the cost of items that need to be purchased at a minimum - $180.00 for the 2017 school year. Parents/guardians also have the option of providing essential education items themselves in consultation with the school. Items purchased should meet the specifications provided by the school to ensure quality and continuity across all year levels.

Alternative payment arrangements are also available through the school for families experiencing financial hardship. Parents must contact the school to make financial plan arrangements prior to the booklist payment date in November, 2016.

The Cranbourne East 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.

2017 Booklists should be issued to families in the first week of Term 3, allowing as much time as possible for parent payments.

Yours sincerely

Garry Rolfe
Principal

Roslyn Coles
School Council President