



Cranbourne East Primary School No. 5518

ABN: 40 074 506 288

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Dear parent/guardian,

Cranbourne East Primary School is looking forward to another great year of teaching and learning and would like to advise you of Cranbourne East Primary School's voluntary financial contributions for 2022.

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 has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to provide engaging and personalised learning programs for our students including enhanced digital technology & science, technology, engineering, mathematics (STEM) learning opportunities through the supply of Chromebook computers, robotics equipment, iPads, C-pens and interactive TVs. Our well-resourced learning spaces create welcoming and safe environments for our students to engage in their learning.

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

Yours sincerely,

Roslyn Coles
School Council President

Garry Rolfe
Principal

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p>Prep - Year 6 classroom consumables, materials & equipment</p> <ul style="list-style-type: none"> • General Classroom Supplies and Equipment Shared classroom stationary, classroom libraries & readers, craft and inquiry learning materials including paints, glitter, cardboard, cotton wool, tissue paper, pom poms, clay, string, tape, pop sticks, yarn, plasticine, patty pans • Art Room Supplies Paints, glue, collage paper, kinder squares, doyleys, charcoal, tissue paper, buttons, charcoal, clay, plasticine, wire, tape, wool, match sticks, chalk, threads, yarn • Science Room Supplies Plastic cups, cellophane, masking tape, string, rubber bands, seeds, epsom salts, yeast, flour, detergent • Mathematics – numeracy blocks, calculators, counter sets, text book resources, storage tubs • English – decodable take home readers, book boxes, dictionaries, spelling and writing support materials, guided reading sets • Sports – basketballs, tennis balls, cricket bats, high jump equipment and landing mats, bicycles and helmets, • Performing Arts – instruments, books, pens, markers, folders • Auslan – flash cards, hand shape posters, dominant hand bands, Auslan books 	\$98
<p>Digital and Online Subscriptions for Learning</p> <ul style="list-style-type: none"> • My Literacy – whole school • My Numeracy – whole school • My Spelling – whole school • Storybox Library – whole school • Sunshine – whole school • Sign Planet – whole school (Auslan) • Twinkl – whole school (Auslan) 	\$15
<p>Information & Communications Technology (ICT) Devices provision of devices from the shared classroom sets, device configuration, maintenance and upgrades</p>	\$10
<p>Printing and photocopying Student learning resources and worksheets</p>	\$5
<p>Whole school events Resilience project includes 1 hour weekly resilience/wellbeing lesson and student resilience project journal</p>	\$22
<p>Curriculum Contributions Total Amount</p>	\$150.00

Other Contributions - for non-curriculum items and activities	Suggested Amount
Enhanced Student Support Services Onsite speech pathologist services, onsite occupational therapist services and equipment, Speech Therapy Assistants program (STA), Strategies for Teaching based on Autism Research program (STAR), lego club	\$20
Enhanced Student Wellbeing Support Onsite psychologist services	\$20
Student and parent communication tools Compass	\$10
Tax deductible contributions	
Library fund A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. A suggested amount of \$10	\$
Other Contributions Total Suggested Amount	\$

Educational items for students to own

Attached is a list of items that the school recommends you purchase from Maxim Office Group for your child to individually own and use. Students that have not purchased their own individual stationary items will have access to communal bulk supplies to use within the classroom.

Extra-Curricular Items and Activities

Cranbourne East 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.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Cranbourne East Primary School Printed Book Bag	\$12	
Other optional excursions, in school visits by guest speakers or performances and camps to be scheduled and will be communicated individually throughout the school year via compass.	TBA	
Total Extra-curricular Items and Activities		\$

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- Flexible payment plans tailored to support the individual needs of families
- Referrals to Government and/or community support programs including State Schools Relief

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

David Muzyk (Assistant Principal – Wellbeing Leader) or Martina Owen (Business Manager)
Ph: 03 5990 0400 | Email: Cranbourne.east.ps@education.vic.gov.au

Total

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$

Payment methods

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

- CompassPay – Pay conveniently anytime of day or night via Compass on either your smart phone application or desktop computer application. Log onto your Compass account and follow the links under the green *confirmations and/or school payments* heading.
- Eftpos is available at the office
- Credit Card: Visa, Mastercard. Payments can be made over the phone 03 5990 0400 or at the office.
- Cash: Send via your child to school with a completed booklist in a named and sealed envelope.

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's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

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.



Dear Parents,

Many thanks for supporting Cranbourne East PS with the online portal. We have partnered with Maxim Office Group to ensure a seamless school start for 2022. Packs will be delivered to the school for collection.

If you have any questions, please call Maxim on 1800 25 35 35 and press option 1.

Please note, orders must be placed by the 13th of December to ensure delivery is on time, ready for collection from the school. Orders placed after this date will not be delivered to the school until Mid-February.

Book packs will be available for collection from the school office between 10am – 3pm Monday 24th January, Tuesday 25th January and Thursday 27th January. Families are to check and label the contents of the book pack for your student to return to school on the first day.

1. Please follow this link: <http://www.maxim.booklists.com.au>
2. Your access code is: **CRANEASTPS**
**Please note this is capital sensitive. Please enter code as displayed in screen.*
3. Select the year level required for order
4. Please ensure that the students' name, your name and contact details are given and correct
5. Select 'Place order'
6. If purchasing more than one booklist, please select 'Add another booklist' and follow the same procedure from step 3
7. Select 'Proceed to payment options'
8. Your total payment amount required will display on screen
9. Select 'Pay Now'
10. Please choose your check-out option – Credit/ Direct Debit available. Ensure payment details are correctly entered
11. You will receive a payment receipt and an order confirmation to the email address you provided
12. Your child's pack/s will be delivered to the school for collection

Thank you.
Maxim Office Group





Cranbourne East Primary School

Year 5 Stationery List

- 2 x Educ8 Graph Book A4 10mm 48pg
- 5 x Papermate Inkjoy 1.0mm Blue EACH
- 3 x Papermate Inkjoy 1.0mm Red EACH
- 8 x FABER CASTELL Graphite Pencil HB
- 2 x Glue Stick Bostik 35 gram 30800454
- 2 x Educ8 Circus Scrapbook 64 Page 100gsm
- 1 x PP Envelope A4 with Button Blue
- 1 x Scissors - School Right-Handed 150mm Red
- 1 x Ruler 30cm Micador Polished
- 1 x Eraser Radius Large EACH
- 1 x Notepad A4 Bank 100 Leaf Unruled
- 1 x Sharpener Pencil Maped Shaker Double Hole
- 7 x Educ8 A4 8mm 96 Page Exercise Book 70gsm
- 1 x Micador Name Pencil Case 375 x 264mm Blue/Green zip
- 1 x Edding 360 Whiteboard Marker Blue Bullet EACH
- 2 x Educ8 Project Book A4 96 Page 8mm EACH
- 1 x Edding 345 Highlighter Wallet 6
- 1 x Multimedia Headset, Shintaro
- 1 x Noris Club Coloured Pencils Pack 12
- 1 x Faber Castell Connector Colouring Pens Pack 12
- 1 x Micador Oil Pastels Small Pack 12 S12
- 1 x Single Show-me Small Wooden-handled Erasers
- 1 x Show-me Slim Barrel Black Drywipe Pens Medium Black EACH
- 1 x Show-me Boards A4 Gridded
- 1 x Rainbow Kraft Paper Folio 250gsm A3
- 1 x Calico Bags Yellow