



# Cranbourne East Primary School No. 5518

ABN: 40 074 506 288

2 Bowyer Avenue, Cranbourne East VIC 3977

Phone: (03) 5990 0400 Fax: (03) 5990 0499

Email: [cranbourne.east.ps@education.vic.gov.au](mailto:cranbourne.east.ps@education.vic.gov.au)

---

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 2024.

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><b>Prep - Year 6 classroom consumables, materials &amp; equipment</b></p> <ul style="list-style-type: none"> <li>● <b>General Classroom Supplies and Equipment</b> Shared classroom stationary, classroom libraries &amp; 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</li> <li>● <b>Art Room Supplies</b> Paints, glue, collage paper, kinder squares, doyleys, charcoal, tissue paper, buttons, charcoal, clay, plasticine, wire, tape, wool, match sticks, chalk, threads, yarn</li> <li>● <b>Science</b> The 2024 Science program will be focusing on Physical and Chemical Sciences. Each unit will focus heavily on engaging hands-on experiences and experiments that are designed to develop scientific understanding and inquiry skills. Our Physical Science program will focus on forces, motion, and energy. This unit will require batteries, wires, light globes, led lights, copper tape, foil, marbles, and tubing. Our Chemical Science program will focus on solids, liquids, gases, and the physical changes that can occur when substances are combined or changed. This unit will require transparent bottles, bicarb soda, oil, vinegar, yeast, food dye, detergent, and Ziplock bags.</li> <li>● <b>Numeracy</b> Investing in a range of hands-on numeracy resources such as stopwatches, abacuses, clocks, calculators, trundle wheels, numeracy blocks, counters, and dice. The school also invested in Jo Boaler's books 'Mathematical Mindset: Visualising and Investigating big ideas' for different levels to further support teachers in developing numeracy in the Learning Spaces.</li> <li>● <b>English</b> Decodable take home readers, book boxes, dictionaries, spelling and writing support materials, guided reading sets</li> <li>● <b>Sports</b> The Sports and PE program allocate funds to a number of areas that allow the school to deliver the Victorian Curriculum. Some of the items these funds are used for include Basketballs, Nets, Bicycles, Helmets, Bean bags, Cones, Agility Ladders, Fitness equipment, Tennis balls, Cricket bats, High Jump equipment, Landing mats, Rackets, Volleyballs, Soccer balls and Goals.</li> <li>● <b>Performing Arts</b> The Performing Arts program is an enriching experience for our students. They explore various aspects of music, drama and dance including historical and cultural elements. Students use an assortment of instruments, props and costumes, puppets and scripts, while also engaging in activities that require paper, books, folders, pens and markers.</li> <li>● <b>Auslan</b> Auslan (Australian Sign Language) is the language of Australia's Deaf community. The language has its own linguistic features and the people have a rich history and culture. Our Auslan program provides students with an authentic way of learning the language using dominant hand bands, flash cards, visual aids, and specially designed Auslan books.</li> </ul>	\$100
<p><b>Digital and Online Subscriptions for Learning</b></p> <ul style="list-style-type: none"> <li>● My Literacy – whole school</li> <li>● My Numeracy – whole school</li> <li>● Cars &amp; Stars – whole school</li> <li>● Storybox Library – whole school</li> <li>● Sunshine – whole school</li> <li>● Sign Planet – whole school (Auslan)</li> <li>● Twinkl – whole school (Auslan)</li> </ul>	\$15

<b>Information &amp; Communications Technology (ICT) Devices</b> provision of devices from the shared classroom sets, device configuration, maintenance and upgrades	\$15
<b>Printing and photocopying</b> Student learning resources and worksheets	\$30
<b>Swimming and water safety program</b> Prep – Year 4 participate in 5 x 45 minute swimming lessons at Big Fish Little Fish Swim School. Year 5 & 6 participate in a 2 hour Lifesaving Victoria program. Transportation and swim school entry fees.	\$70
<b>Curriculum Contributions Total Amount</b>	<b>\$230.00</b>

<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<b>Enhanced Student Support Services</b> 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
<b>Enhanced Student Wellbeing Support</b> External specialist services, student wellbeing spaces	\$20
<b>Student and parent communication tools</b> Compass	\$30
<b>Tax deductible contributions</b>	
<b>Library fund</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. <b>A suggested amount of \$10</b>	\$
<b>Other Contributions Total Suggested Amount</b>	<b>\$</b>

#### **Educational items for students to own**

Attached is a list of items that the school recommends you purchase from Officeworks 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.

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>	<b>Purchase (Please tick)</b>
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	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

## 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.