

St Albans East Primary School



Help for non-English speakers

If you need help to understand the information in this policy please contact the school on 03 9366 2071 or email st.albans.east.ps@education.vic.gov.au

PARENT PAYMENTS POLICY

8th October 2025

Dear Parent/Guardian,

St Albans East Primary School is looking forward to another great year of teaching and learning and would like to advise you of our school's voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the standard curriculum requirements, 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.

St Albans East Primary School makes every effort to keep the cost and number of items that need to be purchased to a minimum. We also try to ensure that the costs are affordable for all parents.

All parent payments can be made at the school office via eftpos. **We no longer accept cash payments.**

Stationery items will be delivered to the classrooms on the first day of the school term in 2026, ready for the students to use.

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

Yours sincerely,

Paul Busuttil

Principal

Tammy Chamberlain

School Council President

CURRICULUM CONTRIBUTIONS 2026

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Year Prep to Year 6, classroom consumables, materials and equipment</i>	\$50
<ul style="list-style-type: none"> Classroom consumables e.g. Books, pencils, folders, highlighters, scissors etc Art – paint, crayons, canvas, glitter, coloured paper Performing Art-Drama/Music – Replacement equipment Science Technology Engineering Mathematics STEM Sports – equipment Kitchen Garden - equipment 	\$80.00
<i>Year Prep to Year 6 Online subscriptions:</i> <ul style="list-style-type: none"> SeeSaw SeeSaw Family 	\$20
<i>Total Curriculum Contributions</i>	<i>\$100.00</i>

Other Contributions - for non-curriculum items and activities	Amount
<i>School grounds maintenance and improvements/playground upgrades</i> <i>St Albans East Primary School is committed to upgrading school facilities and reinstating playgrounds at our school. Parents may wish to make a financial contribution/donation that is tax deductible to support educational opportunities for our students</i>	\$ _____
<i>Total Amount</i>	<i>\$ _____</i>

Extra-Curricular Items and Activities – provided on a user-pays basis

St Albans East Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

Extra-Curricular Items and Activities	Amount
<i>Optional Excursions</i>	<i>TBA</i>
<i>Optional Year 5/6 School Camp</i>	<i>TBA</i>
<i>Optional Year 6 Interschool sports program</i>	<i>TBA</i>
<i>Optional Year 6 End of Year Celebrations</i>	<i>TBA</i>
<i>Total Extra-Curricular Items and Activities</i>	

Financial Support for Families

St Albans East Primary School appreciates that families may sometimes experience financial difficulties in meeting payment requests. A range of support options are available to parents who have difficulty making payments including the State Schools Relief Committee support, The Smith Family support and the Camps, Sports and Excursions Fund.

1. CSEF – CAMPS, Sports and Excursion Fund

Families holding a valid means-tested concession card or temporary foster parents are eligible to apply for the Camps, Sports and Excursions Fund of \$150 per child. This money can be used to help cover the costs of camps, excursions, incursions and/or swimming. CSEF applications are open from the first day of term one of each year.

2. The Smith Family- Learning for Life Scholarship

The Smith Family's Learning for Life Program recognises that disadvantaged children need extra support to stay at school and go on to further studies or a job. Learning for life helps create better futures for children in need by providing:

- financial assistance from a sponsor to help disadvantaged families afford the cost of their child's education;
- support from a Learning for Life program Coordinator to connect the child and their family to local learning opportunities and other supports; and
- access to Smith Family educational programs to help children get the most out of their school years.

3. State Schools Relief (SSR)

State Schools' Relief is a not-for-profit organisation that improves the lives of ten of thousands of disadvantaged Victorian students, and their families, each year. State Schools Relief provides government school students with new uniforms, footwear and educational resources, including learning devices. We work side by side with all Victorian Primary schools, to ensure that any students facing hardship have the necessary items they require for school.

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.