



90 Cadles Rd, Carrum Downs, VIC, 3201  
PO Box 8844, Carrum Downs, VIC, 3201  
Email: [banyan.fields.ps@education.vic.gov.au](mailto:banyan.fields.ps@education.vic.gov.au)  
Web: [www.bfps.vic.edu.au](http://www.bfps.vic.edu.au)  
Phone: 03 9782 1333 Fax: 03 9782 0912  
Acting Principal: Natalie Jones-Pinkett

Dear parents/carers,

Banyan Fields Primary School is looking forward to another great year of teaching and learning and would like to advise you of Banyan Fields Primary School financial contributions for 2025.

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 purchase resources so that students can access equipment to support their learning. These resources have included; hands on equipment in maths, high quality and high engagement literature in our library and classrooms, and up to date and engaging resources for our specialist programs. Parent Payments have also helped us to fund our digital technology resources including software and apps used to support and engage students in their learning. We would not be able to provide these high quality resources and programs without your support, so thank you.

For further information on how Parent Payments support our student's learning and current school programs please review the cost breakdown within each section of the Parent Payment categories; Curriculum Contributions, Other Contributions and Extra-Curricular Items and Activities.

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

Yours sincerely,

Natalie Jones-Pinkett  
**Acting Principal**

Jade Russo  
**School Council President**



<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum (The following information is per child)</b>	<b>Amount</b>
Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper</li> <li>• Mathematics – equipment</li> <li>• English – classroom libraries, reading sets and take home readers</li> <li>• Sports – equipment</li> <li>• Classroom craft supplies</li> </ul>	\$50.00
Online Subscriptions <ul style="list-style-type: none"> <li>• Online Numeracy Program</li> <li>• Online Literacy Programs</li> <li>• ebooks</li> </ul>	\$40.00
ICT Devices for classroom use – Laptops, Chromebooks and iPads for classroom use	\$20.00
Printing and photocopying of learning materials	\$10.00
<b>Total Curriculum Contributions</b>	<b>\$120.00</b>
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
Library Resources	\$10.00
Student wellbeing programs	\$5.00
First aid equipment	\$5.00
Software including Compass, Oliver Library, PAT and Essential Assessments	\$30.00
<b>Total Other Contributions</b>	<b>\$50.00</b>

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

Banyan Fields 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. Please note the payments listed below are approximates only.

Families will be notified of the below activities and costs in 2025. **Please note payments cannot be accepted for Extra-Curricular Items and Activities until 2025.**

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
Year 4 Camp 7 <sup>th</sup> - 9 <sup>th</sup> May 2025, Wombat Corner, Emerald.	\$370
Excursions and Incursions	\$100
Masterchef	\$15



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### Educational items for students to own

The school recommends you purchase your child's stationery pack from Office Corporate and Education for your child to individually own and use. Office Corporate and Education use an online ordering system for stationery packs.

Banyan Fields Primary School will be using an **online only** ordering system for Book Packs for 2025 with our stationery supplier Office Corporate and Education.

### HOW TO ORDER?

[www.booklistorders.com.au](http://www.booklistorders.com.au)

Register online using school code: **BFP25**

For new accounts, go to: [www.booklistorders.com.au](http://www.booklistorders.com.au) and select **login** where you will be prompted to create a new account:

### Create a Strong Password:

To protect your account, choose a password that's at least 12 characters long. Make sure it includes:

- 1 uppercase letter (A-Z)
- 1 lowercase letter (a-z)
- 1 number (0-9)
- 1 special character (!@#\$%^&\*)

Example: Booklist123!

### Verify Your Email:

After creating your account, check your inbox for a confirmation email. Click the link in the email to verify your account and access your order details.

### School Code Matters:

Enter the correct school code for accurate pricing. If you enter the wrong code, prices won't be displayed.

### Fix a Wrong School Code:

1. Go to "My Account" and select "Edit My Details."
2. Update the "School Information" section with the correct code.
3. Click the verification link from the original email you received.

### Need Help?

Contact Booklist Orders:

- Email: [info@booklistorders.com.au](mailto:info@booklistorders.com.au) (mention the school you intended to register with)
- Phone: 1300 855 085 (Monday-Friday, 9am-5pm)



New Customer? Create an Account.

E-mail Address Required

Password Required  Confirm Password Required

School Code Required  
 **BFP25**

Subscribe to our newsletter and we'll keep you up to date on our products and services.

I have read and agree to Terms & Conditions and Privacy Policy.

[+ Register and Continue](#)

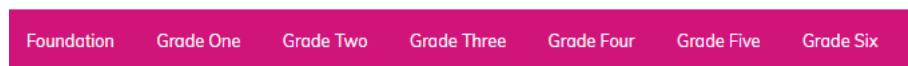


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## Online ordering opens Monday 7th October 2024

- **Early bird bonus:** Place your order before December 9th to avoid any late delivery fees.
- **Late fee:** Orders placed after December 9th will incur a \$6.95 late fee.
- **Delivery to the school:** Orders placed by January 14th will be delivered to the school on January 20th
- **Late & Final deliveries:** Orders placed from January 15th onwards will be processed separately and delivered to the school at the beginning of Term 1.
- **New Enrolments:** Contact the school for a potential late fee waiver.
- **No Pick-Up or Home Deliveries:** All supplies will be delivered to the school in bulk; the school will send home items as needed.

Once logged in, you will be able to access each year level from the menu, which includes your stationery pack and school contributions.



Every year level includes your school contributions for you to opt into. If you can tick Add to my order, prior to selecting Add to Cart. There will be a list on each page, outlining what is included in your pack. You can also select an image of the contents of your book pack.

Home / Foundation / Banyan Fields P.S Foundation Stationery Pack

**BANYAN FIELDS PRIMARY SCHOOL**  
 Foundation Stationery & Contributions  
 Click for More

Banyan Fields P.S  
 Foundation Stationery Pack  
 \$88.56 Order by December 8th midnight  
 WAS \$95.51  
**NOW \$88.56**  
 In Stock

Optional Extras

- Banyan Fields P.S 2025 Foundation Curriculum Contributions \$140.00  Add to my order
- Banyan Fields P.S 2025 Foundation Other Contributions \$50.00  Add to my order

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Description Specifications

**For students in Years 3-6, there's an option to add on essential stationery or hardware items you might need to replace from last year.**

*If you're unsure how to navigate the website, feel free to reach out to Office Corporate & Education. They're available to help! You can call them at 1300 855 085 or email [info@booklistorders.com.au](mailto:info@booklistorders.com.au). They aim to respond within 24 hours, Monday-Friday.*



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### Financial Support for Families

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

- The Camps, Sports and Excursions Fund (CSEF) – Further information and application form available in December 2024
- 2025 School Saving Bonus – School Uniform and School Activities (Child needs to be enrolled in their 2025 government school by 18<sup>th</sup> October 2024).

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

Jacqui Sampson - Assistant Principal

Ph: 03 9782 1333 | Email: [banyan.fields.ps@education.vic.gov.au](mailto:banyan.fields.ps@education.vic.gov.au)

### Total Contributions

Category	Totals
Curriculum Contributions	\$120.00
Other Contributions	\$50.00
<b>Total</b>	<b>\$170.00</b>

### Payment methods

Curriculum Contributions and Other Contributions can be made online via the Office Corporate and Education stationery [www.booklistorders.com.au](http://www.booklistorders.com.au) using the school access code **BFP25** or alternatively Curriculum Contributions and Other Contributions can be made at the Banyan Fields Primary School office by cash, cheque, EFT via debit/credit card and/or over the phone payment. If you wish to contribute an alternative amount to the Curriculum Contributions and Other Contributions, you can also do this at the front office.

### 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.