



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  
Principal: Bethany Jackson

Dear parent/guardian,

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 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 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, up to date and engaging resources for our Specialist Programs; Science, Art and Physical Education equipment. 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,

Bethany Jackson  
**Principal**

Jacqui Allan  
**School Council President**



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<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>• Science – chemicals</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>• My Numeracy, My Literacy &amp; My Spelling including Sunset Maths</li> <li>• Reading Eggs, Fast Phonics and Reading Eggspress</li> <li>• SeeSaw</li> <li>• eBooks</li> <li>• Britannica</li> </ul>	\$32.00
ICT Devices for classroom use – Laptops, Chromebooks and iPads for classroom use	\$20.00
Printing and photocopying of learning materials	\$5.00
<b>Curriculum Contributions Total Amount</b>	<b>\$107.00</b>
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
Library resources	\$10.00
Student wellbeing programs including Banyan Bucks Trolley	\$5.00
First aid equipment	\$5.00
Software including Sentral, Oliver Library, PAT and Essential Assessments	\$26.00
<b>Other Contributions Total Amount</b>	<b>\$46.00</b>

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

The school recommends you purchase your child’s stationery pack from Office National for your child to individually own and use. We will be trialling the use of an online ordering system for stationery packs through Office National.

Stationery packs cannot be purchased through the school, but you can obtain a stationery list from the school website if you choose to supply your own stationery items. Further information relating to stationery will be sent out to families at the start of term 4.



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### Extra-Curricular Items and Activities

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.

Families will be notified of the below activities and costs in 2022. **Please note payments cannot be accepted for Extra-Curricular Items and Activities until 2022.**

Extra-Curricular Items and Activities	Amount
Camps	TBA
Excursions and Incursions	TBA
Interschool Sports program	TBA
Year 6 graduation activities	TBA

### 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)

If you have a Health Care Card in the parent/carer's name with your child/children listed, you may be eligible to apply.

#### How to apply

New applicants should download a application form our school website <https://www.bfps.vic.edu.au/parent-payments> or contact the school office to obtain a CSEF application form.

If you applied for the CSEF at your child's school in 2021, you do not need to complete an application form in 2022 unless there has been a change in your family circumstances.

You only need to complete an application form if any of the following changes have occurred:

- new student enrolments; your child has started or changed schools in 2022 or you did not apply in 2021.
- changed family circumstances; such as a change of custody, change of name, concession card number, or new siblings commencing at the school in 2022. Check with the school office if you are unsure

In order to process your CSEF application, you will need to provide the school with your current Health Care Card which must be valid as of 28<sup>th</sup> January 2022. Please email your application together with your Health Care Card to [banyan.fields.ps@education.vic.gov.au](mailto:banyan.fields.ps@education.vic.gov.au)

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

Amelia Busuttil - Wellbeing Co-ordinator

Ph: 03 9782 133 | Email: [banyan.fields.ps@education.vic.gov.au](mailto:banyan.fields.ps@education.vic.gov.au)



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### Total Contributions

Student ID Payment Reference Code	Category	Amount
"StudentID"22CUR CONT	Curriculum Contributions	\$107.00
"StudentID"22OTH CONT	Other Contributions	\$46.00

### Payment methods

Curriculum Contributions and Other Contributions can be made online via direct credit to the school bank account, by cash, cheque, EFT via debit/credit card at the school office.

\*Due to the current COVID19 restrictions please make any payments via the school bank account or credit card payment over the telephone. If you are unable to make payments via these methods, please contact the school reception before coming into the office to make a payment.

Please ensure when paying via direct credit your **Student ID Payment Reference Code: (As per example above)** is included in the description, to enable us to identify the student the payment relates to and what the payment is for.

If you are unaware of your child's student ID, please contact the office or your child's classroom teacher.

If you wish to pay by direct credit to the school bank account, details are below

Account Name:	Banyan Fields Primary School Official Account
BSB Number:	633 000
Account Number:	110598729

*Without the 'Student ID Payment Reference Code' included with your payment, we will not be able to receipt the amount to the correct family / correct payment as requested by you.*

### 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.