



Emerald Primary School  
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Dear Parents and Carers,

Emerald Primary School is looking forward to another wonderful year of teaching and learning and would like to advise you of the school's Curriculum 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, and we hope you can help out again in 2025. This has made a huge difference to our school and the programs we can offer your children.

Within our school your support has allowed us to organise and coordinate rich, extensive programs outside of the traditional teaching and learning programs. We are constantly adding new material for teachers to use to support personalised and quality learning for students in literacy and numeracy.

Our Specialist programs of Visual Arts, Performing Arts, Japanese, Science/Cooking and Physical Education are very engaging, and your financial contributions assist us with the purchasing of varied art resources, musical equipment, experiment materials, ingredients and more.

Your support in 2024 allowed us to:

- Provide high quality programs and specific subject materials and equipment for: English, Mathematics, Science, Art, Music, Inquiry, Japanese and PE.
- Maintain and develop the school grounds.
- Ensure the upkeep of our computer devices to enhance learning opportunities.
- Maintain sufficient class sets of books for students to develop their reading skills.
- Provide hands on maths equipment i.e. measuring materials for teaching purposes.
- Facilitate Literacy and Numeracy online digital subscriptions.
- Deliver a range of sporting equipment.
- Arrange for individual student supplies and class bulk supplies.

This year students will receive a Study Starter Pack to set up for success in 2025.

For further information on the Department's Parent Payment Policy please follow the link: <http://eps.vic.edu.au/info/policy/>

Yours sincerely,

Emma Clark  
School Principal

Julie Bowyer  
School Council President



<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
<b>Grade 2 Classroom consumables, materials &amp; equipment</b> <ul style="list-style-type: none"> <li>• English</li> <li>• Maths</li> <li>• Science</li> <li>• Art</li> <li>• Sports</li> <li>• Performing Arts</li> <li>• Japanese</li> <li>• Food Tech</li> <li>• Environmental Education</li> <li>• Indigenous Education Incursion</li> <li>• Stationery</li> <li>• ICT Devices – shared sets</li> <li>• Online Subscriptions</li> <li>• Printing &amp; Copying</li> <li>• Whole school events</li> </ul>	
<i>Total</i>	\$220.00
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<i>Wellbeing Programs</i>	
<i>Total</i>	\$65.00
<b>Amount</b>	<b>Total</b>
	<b>\$285.00</b>
<b>Donations</b>	
<i>General donation to the school</i>	
<i>First Aid and Hygiene</i>	
<i>School Buildings and Grounds Enhancement</i>	
<i>Library Maintenance</i>	
<i>Student Storage Maintenance</i>	

**Extra-Curricular Items and Activities**

Emerald 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.

Information and final costings for these Events will be sent via Compass in the lead up to each Event.

Extra-Curricular Events, Items and Activities	Amount	Term
<i>Emerald Museum Excursion</i>	Gold coin donation	1
<i>Fairy Tale Fiasco Incursion</i>	\$20	2
<i>Swimming – Bus and Entry</i>	TBC	2
<i>Healesville Sanctuary Excursion</i>	\$40	4

**Total**

Category	
Curriculum Contributions	\$220.00
Other Contributions	\$65.00
Extra-Curricular Items and Activities	TBC

## PAYMENT METHODS

To provide greater flexibility and convenience for parents, Curriculum Contribution payments can be made through Course Confirmation in Compass.

You may elect to pay the charges **in full or in instalments**. The instalments will be automatically debited from your nominated card in three equal payments on the following dates:

**Option 1:** Full Amount **31/01/2025**.

**Option 2:** 3 payments: due on **16/12/2024, 16/2/2025, 16/3/2025**.

## FINANCIAL SUPPORT FOR FAMILIES

Emerald 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)

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities. If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. The allowance is paid to the school to use towards expenses relating to camps, excursions, or sporting activities for the benefit of your child. Please see the Office for an application form at the beginning of the school year.

The annual CSEF amount per student is: \$150 for primary school students per year

- School Saving Bonus of \$400.00 for uniform (until the 30<sup>th</sup> June 2025), and excursions/activities.

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

Fiona Hogben – Business Manager

Ph: 03 59684311 | Email: [Fiona.Hogben@education.vic.gov.au](mailto:Fiona.Hogben@education.vic.gov.au)

# 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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.