2016 Parent Payments

Please find attached detailed information in relation to Parent Payments for 2016. We would appreciate you taking the time to read this information.

A precis is as follows:

- $5 increase (first since 2014)
- Various payment options are available.
- Individual student requisite packs available on or after Monday 7 December 2015
- Essential Educational Items per student $140
- Curriculum & Facilities voluntary contributions
- Excursion/Incursion levy per student $90
Dear Parents,

2016 PARENT PAYMENTS

School Council is proud of the quality of education and numerous programs we offer to cater for the needs and interests of students at our school. Each year School Council prepares a budget to provide resources for educational programs, administration, facilities development & maintenance, and classroom supplies. Parent contributions are vital within this process. Every dollar counts towards your child’s education.

Council is very conscious of the current economic situation and that the costs incurred can create financial difficulties. School Council have deliberated over the amounts required to cover the cost of providing the quality programs we have come to expect and advise that the amount requested has increased by $5.00. This is the first increase since 2014 and is comparable to schools within our cluster. (Families who have students in Years 1-6 in 2016 will notice that the amount for the Essential Educational Items has increased. In previous years, a proportion of this component was incorporated under the Curriculum Requisite & Consumable tag. Along with other schools in our cluster, we are bringing our charges in line with Department of Education guidelines re items that parents are expected to pay for).

School Council is offering the following payment options for 2016:

- Full payment re Essential Educational Items due by 27 January 2016.

- $20.00 discount per student if full payment relating to Essential Educational Items & Curriculum/Facilities components is made on or prior to Monday 7 December 2015.

- Instalment payments per student to be deducted automatically by the school from your credit card Automatic deductions covering the full payment relating to all components will be eligible for the $20 discount (which will be deducted from the final payment). Parents need to ensure that sufficient funds are available on the above dates to cover the commitment.

School Council will again purchase individual book packs for each child to be collected upon payment of the full component in relation to Essential Educational items (refer attached). These packs can be taken home by you where you will be able to cover the books, label and return them with your child on the first day of school. All other essential educational items will be purchased in bulk and distributed by teachers in the classroom or specialist area as required.

Packs will be available on Monday 7 December, however payments can be accepted prior to this date. Payment is requested by the beginning of the 2016 school year. Please ensure that you bring your child’s payment sheet with you when making payment. We ask also that any families with financial issues make personal contact with either Tina Clydesdale (Principal) or Helen Boucher (Business Manager) so special payment arrangements can be made, these of course will be in the strictest of confidence.

ESSENTIAL EDUCATIONAL ITEMS

Essential educational items are those items or services that are essential to support the course of instruction in the standard curriculum program that parents or guardians are requested to pay the school to provide or may provide themselves, if appropriate.

These items include:

- materials that the student takes possession of including text books & student stationery.
- materials for learning & teaching where the student consumes or takes possession of the finished article (e.g., various classroom & art program activities)
Curriculum & Facility Contribution (voluntary)
School Council is requesting a contribution per child towards enhancing school resources & facilities, i.e.

- purchase of class sets, take home books, dictionaries, atlas etc. to enhance the 8 standard curriculum areas - English, Maths, Health, SOSE (Studies of Society & Environment), Science & Technology, Physical Education, The Arts & Library.

- leasing of iPad’s & Notebooks to support the school’s IT program

- Upgrade to playground

Excursion/Incursion Levy
The Excursion/Incursion Levy is a convenient mechanism to allow parents to pay for their child’s excursions/incursions in one overall payment, rather than a number of smaller collections throughout the year. The 2016 Excursion/Incursion Levy is $90.00 per child from Foundation - Year 6. This levy has not been increased.

Parents have the option of paying the Excursion/Incursion levy at the same time as the Parent Payments or up to the payment due date of your child’s/children’s first excursion/incursion for 2016. Parents may either choose to pay the Levy or pay for each particular excursion/incursion as it arises. The last excursion/incursion for the year may require additional payment above the optional levy.

Prior to each grade or year level excursion/incursion, a notice will be issued detailing the cost. If a parent decides that the child may not, or for some reason cannot attend a particular activity, individual adjustments will be made. It should be noted that this Excursion/Incursion levy will not cover swimming programs, camps or sporting activities.

CSEF (Camps, Sports & Excursions Fund)
Families who hold a valid means-tested concession card or temporary foster parents are eligible to apply for the CSEF. $125 per year will be paid for eligible primary school students. Applications for the CSEF will be available from the school office. Payments will come directly to the school and are allocated to the individual student.

**** Payment Day
This year, the office will be open on Monday 7 December, 7.30am - 6.30pm during which time you can pay the 2016 Parent Payments & collect individual student packages. If you have paid prior to 7 December, you will be able to take your receipt to the library to receive your student packages on this day. When making levy payments, please ensure you bring with you, the completed Levy Statement.

*Parents of students commencing Foundation in 2016 are able to make payment & collect their child’s student package on Tuesday 8 December, i.e. the date for the Foundation Students’ Orientation Day OR if you have another sibling already at the school, packs can be collected on Monday 7 December 2015.

Please note:
For full payments made after this date and prior to the end of the 2015 school year, individual student packages will be delivered to your child.

School Council values your support through the payment of the 2016 Parent Payments.

If you have any queries regarding these payments, please do not hesitate to contact the school. A copy of School Council’s Parent Payment Policy is available on our website.

Yours faithfully,

Tina Clydesdale
Principal

Shane Kelly
School Council President
Lysterfield Primary School  
Parent Payments / Contributions - 2016  
*Please ensure you retain your receipts as duplicates are not available.*

**ESSENTIAL EDUCATIONAL ITEMS**  
These are items or services that parents/guardians are requested to pay the school to provide or may provide themselves, if appropriate  
These items vary depending on the year level.

**Student Individual Requisite Pack (Boxed Items)**  
e.g. diary, scrapbooks, exercise books, graph books, notepads, pens/pencils, highlighters, document wallets/folders, erasers, rulers etc.

**Bulk supplies for Classroom & Specialist areas**  
e.g. a range of poster & cover paper, glue, scissors, range of paints, photocopy & printer paper, stickers, laminating film

**Mathletics Yearly Subscription**

** Individual boxed goods will be available for collection only on payment of the full amount re the Essential Educational Items. Other bulk requisites will be held by classroom teachers to be distributed as required.

**TOTAL:** $140.00

**CURRICULUM & FACILITIES FINANCIAL CONTRIBUTION**  
Your support in making a contribution (per child) towards enhancing school resources & facilities will allow us to:

- Purchase class sets, take home readers, library books, dictionaries, atlas etc. to support English, Maths, Health, SOSE, Science & Technology, Physical Education, The Arts & Library.
- Enhance our IT program with the leasing of iPads & Notebooks
- Build on funds to help us upgrade your child’s playground

**TOTAL:** $115.00

**$20 per student discount applies if full payment of both the above components is made on or prior to Monday 7/12/15 or for those paying via automatic instalments, the discount will apply to the last instalment amount.**

**EXCURSION/INCURSION LEVY**  
Optional (per student)  
*(Does not include camps, swimming or sport)*  
$ 90.00

**CSEF:** this Camps, Sports & Excursions fund is available from the Government for those families who hold a valid means-tested concession card. Please contact the office if you wish to make an application for this in 2016.

**Please note:**  
Please ensure you bring the completed “Parent Payments” form with you when making payment.

**Please note:** If you would like to arrange for instalment payments for one or all of the above components, please contact the office to complete these arrangements no later than 12/10/15.

Thank you

Finance/levystatement