



**HAMPTON  
PRIMARY SCHOOL**  
Collaboration, Aspiration, Integrity, Resilience

Dear parent/guardian,

Hampton Primary School is looking forward to another great year of teaching and learning and would like to advise you of Hampton Primary School's 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 your ongoing 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 make capital improvements, such as install a new playground, indigenous garden, refurbish toilets and re-carpet classrooms. It also allows us to conduct highly valued programs such as specialist classes, inter-school activities, STEAM activities, iPads throughout the school and more. While the Department of Education and Training funds a standard curriculum program, these programs and resources provided by Hampton Primary School go above and beyond this funding and could not be provided without your financial support. For families experiencing hardship, more information on supports available can be found on page 5 of this letter.

Some of our school improvement projects currently underway and for the future include:

- Creating a dedicated breakout meeting room for students
- Enhancement of the professional learning program for staff
- Extensive repainting and refurbishment of the main building that houses 12 classes.
- Re-carpeting of classrooms
- Creating a dedicated STEAM facility
- Re-surfacing the main quadrangle of the school for assemblies and student gatherings
- Purchasing additional literacy materials including new readers for students from Foundation to Grade 6
- Enacting key aspects of our Reconciliation Action Plan
- Upgrading and maintaining technology hardware

These priorities will continue to enable Hampton Primary School to provide an education of relevance in the 21<sup>st</sup> Century and achieve exceptional results for your children.

Should you have any questions please don't hesitate to contact the school directly or for further information on the Department's Parent Payments Policy please see a one-page overview attached.

Yours sincerely,

Joshua Sheffield  
Principal

Alana Steele  
School Council President



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Foundation classroom consumables, materials &amp; equipment</i></p> <ul style="list-style-type: none"> <li>• Art – paint, crayons, canvas, glitter, coloured paper (\$15)</li> <li>• STEAM – building &amp; design materials, chemicals (\$10)</li> <li>• LOTE – paper, learning materials (\$5)</li> <li>• Music – paper, learning materials (\$5)</li> <li>• Mathematics – manipulatives and learning materials (\$10)</li> <li>• English – book boxes (\$10)</li> <li>• Sports – equipment &amp; School Sport Victoria membership (\$15)</li> </ul>	\$70
<p><i>Foundation Online Subscriptions</i></p> <ul style="list-style-type: none"> <li>• Mathletics (\$13)</li> <li>• Literacy Planet (\$21)</li> <li>• Seesaw (\$8)</li> <li>• Maths online (\$10)</li> <li>• My Numeracy (\$7)</li> <li>• Resilience program &amp; Journal (\$33)</li> <li>• Cyber safety project \$10</li> </ul>	\$102
<i>Year 0 – 3 ICT Devices – provision of devices from the shared classroom sets</i>	\$150
<i>Foundation Printing and photocopying of worksheets and learning materials</i>	\$10
<p><i>Foundation Booklist – Purchased from Kaka Kids &amp; delivered to the classroom.</i></p> <p><i>If you choose not to order via the school supplier, please contact the office for a full list of requirements</i></p>	\$100
<b>Total Amount</b>	<b>\$432</b>
Other Contributions - for non-curriculum items and activities	Amount
<p><i>First aid equipment &amp; contribution for the Nurse</i></p> <p>This service is not provided by most Government primary schools and is entirely dependent on parent funding. While many schools have a trained first aid assistant, our school has a fully qualified nurse.</p> <p>We have a fully qualified Nurse on duty every day from 9.30 – 3.00 pm, seeing on average 30-40 students each day across all year levels. This not only means your children are treated by a medical professional but also ensures teachers are not managing students’ medical needs on a daily basis and can instead focus on student learning.</p> <p><b>Role of our Nurse include:</b></p> <ul style="list-style-type: none"> <li>▪ Providing First Aid/Materials</li> <li>▪ Allergy and anaphylactic medication and action plan management</li> </ul>	\$150



<ul style="list-style-type: none"> <li>▪ One-on-one treatment discussions with Parents/Guardians</li> <li>▪ Regular training on Epipen, asthma and first aid to all staff</li> <li>▪ Manage short term medication (i.e. Antibiotics)</li> <li>▪ Contagious infections notifications (i.e. Covid-19, headlice etc)</li> </ul> <p>Other health and wellbeing management</p>	
<p><i>School grounds maintenance and improvements</i></p> <p>We receive minimal funds for grounds maintenance from the Department of Education. This contribution assists to provide a safe and well-maintained grounds for our school community. We have employed a part time grounds person and are very fortunate that such pride is taken ensuring a safe and lovely environment for our children.</p>	\$50
<p><i>ICT contribution to maintain equipment and additional IT support</i></p> <ul style="list-style-type: none"> <li>- This contribution allows the school to provide the tools and resources necessary for 21<sup>st</sup> century learning. It assists with the upkeep and upgrading of digital learning environment and subscriptions to providers. It also covers additional technical support, above the Department funded support level. Hardware</li> <li>- Provision of laptop computer banks for classrooms</li> <li>- Provision of iPad banks and apps for classrooms and specialist subjects</li> <li>- Provision of iPad mobile device management (MDM)</li> <li>- Provision of device storage stations for all devices</li> <li>- Provision of printers and supplies</li> <li>- Provision of Robotics and coding equipment such as Spheros</li> <li>- Provision of TVs in all classrooms and other learning spaces</li> <li>- General maintenance of all hardware including repairs and replacements</li> </ul> <p>Network</p> <ul style="list-style-type: none"> <li>- Maintenance/upgrades of server and network</li> <li>- Maintenance/upgrades of Wireless Access Points</li> </ul>	\$100
<b>Tax deductible contributions</b>	
<p><b><i>Building fund.</i></b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. Suggested contribution amount \$150</p> <ul style="list-style-type: none"> <li>• A Tax-deductible receipt will be issued for donations. Please feel free to increase this amount to include all the other contributions above from the non-curriculum items and activities if you would like to have all your donations included as a tax-deductible receipt.</li> </ul>	\$
<b>Total Amount</b>	\$

### Extra-Curricular Items and Activities

Hampton Primary School offers a range of programs and activities that enhance or broaden the educational experience of students and are above and beyond what the school provides in order to



deliver the standard curriculum. These are provided on a user-pays basis and will be charged via Compass throughout the year as the activity occurs.

<b>Extra-Curricular Items and Activities</b> <b>To be paid for as each activity occurs throughout the school year - summary of costs</b>	<b>Estimated Amount</b>	<b>Will be charged throughout the year</b>
Excursions & incursions \$80	\$80	
Swimming – \$115	\$115	
Dance program	\$50	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

<b>Category</b>	
Curriculum Contributions	
Other Contributions	
Extra-Curricular Items and Activities	

### **Financial Support for Families**

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

- the Camps, Sports and Excursions Fund
- flexible payment arrangements specific to the family needs
- Financial assistance from Bayciss or Rotary

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

Nicole St Leon - Business Manager

Ph: 03 9598 1412| Email: [nicole.stleon@education.vic.gov.au](mailto:nicole.stleon@education.vic.gov.au)

### **Payment methods**

Compass pay

Bpay – a statement with the unique family Bpay code.

Credit card, cheque or cash at the school office.



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We would appreciate payment by **Friday 26 November 2021**

### **Refunds**

Refunds will be worked out on a case-by-case basis. Hampton Primary has the discretion to provide refunds to families and will do so where it is reasonable and fair (for example, if the school has not incurred a cost).

If the school has incurred costs, the school will act reasonably and take into consideration the Financial Help for Families Policy and relevant arrangements, including support for families experiencing hardship. For example, the schools will consider refunding families for unavoidable event cancellations if a family experiences a crisis or sudden serious illness, and the student can no longer attend the event (and a medical certificate is provided).

When the school provides a refund, the family will need to advise their bank account details in writing and the funds will be electronically transferred.

# 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.