Dear Parents,

Re: 2014 School Account (Student Education Contributions)

The Education and Training Reform Act 2006 provides for the provision of free instruction in the standard curriculum program, and empowers School Councils to charge for goods and services used in the course of instruction and to raise funds.

Each year our School Council is responsible for the preparation of a budget to provide resources for educational programs, administration, facilities maintenance, and student/classroom resources. The development of this budget is aligned with the Department of Education and Early Childhood Development (DEECD) policy, ‘Parent Payments in Victorian Government Schools’.

The DEECD provides funding to schools through the School Resource Package (SRP) which is supplemented through locally raised monies via fundraising, the hire of facilities and family contributions.

The SRP includes funding for staffing, the standard curriculum program, equipment and operational costs such as utilities, maintenance, ICT costs and resources. Approximately 90% of the SRP funding is required to cover the cost of the employment of staff, leaving the remainder to meet all other operational costs.

As such, the maintenance of our facilities, curriculum opportunities and the means by which they are presented rely on additional contributions from parents.

In 2013, locally raised funds (Parent Payments) contributed towards the following:

- Curriculum materials in all learning areas
- The development of our wonderful new school library
- Refurbishing of the main school building – 6 classrooms, the corridor and office spaces
- Interactive whiteboards in all classrooms
- Continued upgrading of the computer technology and network capabilities throughout the school - additional notebook computers, iPads, servers, switches, peripheral equipment and payment/renewal of the computer lease. This has significantly enhanced each child’s access to up-to-date technology
- Purchase of a number of Literacy, Numeracy and Science resources, library books and sport equipment
- The implementation of the Digital Excellence (Computer skills) program
- Maintenance of schools grounds such as mowing of the oval and general gardening
- New Classroom furniture
School Council, the staff and Mr Catalano (our Principal) are extremely grateful to all of our school families who have paid their school fees which has made an enormous difference to our school as indicated above.

In 2014 we require your support again as we have some major plans to continually improve our school and also make a significant difference to the education provision offered. Next year we plan to utilise school fees towards the following additional programs and projects:

- Continue to increase the number of iPads and computers in the school
- Increase the Science resources across the school as we continue move to a curriculum which has a greater focus on Science
- Increase the variety and number of reading material to support our school’s Reading program
- Redevelop the school’s sick bay, student bathrooms and the Year 3 and 4 building

**Parent Payments**

In accordance with DEECD policy, School Councils can request payments from parents for student materials and services charges, and for voluntary financial contributions. These payments fall into three categories:

1. **Essential education items** which parents and guardians are **required** to pay the school to provide for their child (e.g. stationery, text books and associated learning materials)

2. **Optional extras** which are offered on a user-pays basis and which parents and guardians may **choose** whether their child accesses or participates in (e.g. Extra-curricular programs or activities such as instrumental music, swimming, camps etc)

3. **Voluntary financial contributions** which parents and guardians may be **invited** to donate to the school (e.g. grounds beautification, library or building maintenance fund).

4. **Levy for specific projects** which parents are requested to pay in order for the project to commence and be completed earlier (e.g. the redevelopment of the school library)

**The 2014 School Fees:**

After much deliberating School Council has decided to increase the 2014 school fees to $250 per child plus an additional $20 for the Digital Excellence (whole school computer) program. Therefore School Council has determined that the parent payments required for ‘essential education items’ in 2014 will be **$270 per student**.

We have outlined what the essential education items are below, and this year’s arrangements for payment are on the attached form.

**Essential Educational Items**

The essential education items charge goes towards the cost of stationery and books for each student, including pens, pencils, rulers, erasers, glue etc, photocopying costs, class sets of texts for Literacy activities, classroom paper and other requisites, supplies for specialist classes in Art, Physical Education, Mandarin and Music, library books and other curriculum material as well as ICT (computer) consumables. **Bulk buying reduces costs compared to what parents would have to pay individually for such items.** The cost of stationery items is tax deductible if your family is eligible for the Family Tax Benefit Part A and for the 2014 school year is set at $70. Incidentally eligible families can also claim uniform and computer costs as well.

**Student Bathrooms Redevelopment Levy**

In 2012, School Council introduced a levy in order to assist in the redevelopment of the car park and in 2013 for our wonderful new school library. Although both have been quite extensive projects, the end products are something we should all be very proud of, and would not have been possible without family contributions.

Another pressing need in our school is to refurbish the student bathrooms which are located at the end of the main building. School Council has set the level at **$20 for the first child and $10 for each subsequent child (2014 only)**. We sincerely hope that all families can see the benefit of refurbishing the student bathrooms.
We also ask parents to make a voluntary financial contribution towards our Building Fund (Tax Deductable for all families) and also a Grounds and Maintenance Levy.

**Building Fund**
The Department of Education & Early Childhood Development grants are insufficient to keep our buildings in their best condition. As a voluntary contribution to your child’s education, School Council provides a tax deductible opportunity to enable you to help improve the school facilities. The Glen Waverley Primary School Building Fund is used solely for the upgrade and maintenance of our school buildings. Contributions over $2 are fully tax deductible and School Council is requesting a minimum of $30 per family. In 2013 these funds were used to refurbish the classrooms, corridor and office spaces in the main building.

**Grounds and Maintenance Levy**
We are most fortunate to have an excellent working environment for our students and staff at Glen Waverley Primary School. Through regular working bees and utilising wonderful contractors we ensure the costs associated with maintaining the school grounds a kept to an absolute minimum and so we can allocate maximum funds to student learning. School Council is requesting a minimum of $20 per family.

**Education Maintenance Allowance**
Parents holding a Health Care card valid as at 01.02.2014 may be entitled to claim the Education Maintenance Allowance in 2014. The State Government has changed the manner in which these funds will be disbursed and they will now be paid directly into eligible families’ bank accounts – there will NOT be any payments made to the school. It is still the school’s responsibility to lodge the Application Forms so if you feel you may be eligible please ensure you collect an EMA Application Form from the school office. If you need assistance with this please see Jenny or Pam in the main office.

**In Summary**
1. **Essential Education Items** - Curriculum Levy - **$270 per student** which consists of:
   - Student Class Materials and Supplies **$250** (Including School Communication Diary and Student Requisites - Book Bags)
   - Digital Excellence (Computers skills) program **$20**

2. **Student Bathroom Redevelopment Levy** - **$20 for the first child and $10 for each subsequent child (2014 only)**

3. **Voluntary Financial Contributions (per family)**
   - Grounds and Maintenance Levy – School Council is requesting a minimum of $20 per family
   - Building fund (tax deductible donation) - School Council is requesting a minimum of $30 per family
   - **Total for voluntary family contribution requested a minimum of $50 per family.**

**Please note:**
The student class materials and supplies levy is tax deductable – for families receiving the Family Tax Benefit Part A. The Essential Education Items does not include the Flutophone (Years Foundation to 2) and Recorder (Years 3 to 6) as most children will have their Flutophone or Recorder from previous years however eligible families can still claim this along with uniform and any other item for educational purposes. The cost of the Flutophones and Recorders is $10 – payable and collected from the office.

School Council understands that some families may have difficulty in meeting these contributions, Mr Catalano is available to discuss your own circumstances with you in a totally confidential manner and a payment plan will be created. These discussions are not known by School Council and remain between yourself and Mr Catalano.

**As a means of further assisting families, those who pay their 2014 School Account prior to the end of the 2013 school year will receive a $10 discount on their essential items.** Payment made in 2014 will not be eligible to receive the discount.

**We are accepting payment for the 2014 School Accounts from Monday 4th November.**
If you elect to pay your 2014 School Account next year, we would appreciate receiving these contributions on or before **Friday, 8th February 2014.**
Once families have paid their account they will be issued with a bag containing the requisites (exercise books etc) for their child(ren). These will be available for collection from Monday 25th November. Families who would prefer to collect their “book bags” in 2014 may do so from Monday 27th January.

The School Council, Staff and Mr Catalano would like to thank you for your contribution during the 2013 school year and we look forward to your continued support in 2014 and beyond.

Dr Paul Van Den Bergen  
School Council President

Ms Tamara Perera  
School Council Treasurer

Mr Frank Catalano  
Principal
GLEN WAVERLEY PRIMARY SCHOOL
ANNUAL SCHOOL ACCOUNT – 2014

FAMILY NAME: .......................................................... Family Code: ........

Child’s Name:
1. ................................................. Year in 2014: ........ 2013: ........
2. ................................................. Year in 2014: ........
3. ................................................. Year in 2014: ........

<table>
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<th>DESCRIPTION OF LEVIES</th>
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<td>Essential Education Items</td>
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<tr>
<td>1. Pupil Requisites ($70 per book box) / Curriculum Levy</td>
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<td>2. Digital Excellence (Computer Skills) Program</td>
<td>$20 per child</td>
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<tr>
<td>Library Levy</td>
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<td>$10</td>
<td>$10</td>
<td></td>
</tr>
</tbody>
</table>

| SUB TOTAL | $ |

Less $10 discount per family when paying before the end of the 2013 school year

| SUB TOTAL Less Discount | $ |

Voluntary Contributions

| 4. Grounds and Maintenance Levy -Family contribution | $20.00 (suggested) |
| 5. * Glen Waverley P.S. Buildings Fund. - Family contribution | $30.00 (suggested) |

| TOTAL AMOUNT BEING PAID | $ |

Signed: .......................................................... Date: ........................................

Note *Buildings Fund: Tax deductible donation

METHOD OF PAYMENT: (Please tick)
Credit Card facilities (Visa and Mastercard only, we do not have debit card facilities) may be utilized - please complete card details below.

Cash ☐ Cheque ☐ MasterCard ☐ Visa ☐

Card No.

Expiry Date: ..........................................................

Cardholder’s Name: ..........................................................

Cardholder’s Signature: ..........................................................

For office use only

Amount Received: $.......................... Official Account Receipt No:.......................... Date received ......../......../........