



Parent Payments

2025

The staff at Westmeadows Primary School are looking forward to working with all our students in 2025 and we will strive to provide them with outstanding learning programs and resources. To support this vision, we would like to advise you of our voluntary financial contributions for next year.

Schools provide students with free instruction to fulfil the standard Victorian Curriculum, and we want to assure you that all the 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 support, whether it is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school just this year the Parents' Payment Program has allowed us to:

- Supplement our Intervention Program.
- Maintain and enhance our school grounds
- Subscription for our Communication portal eg: COMPASS
- Digital Subscriptions for Literacy and Mathematics
- Student wellbeing programs-Lunchtime activities (Mindfulness, Lego, Gardening) and Life Skills Program
- To support the Visual Arts Program and pottery program.
- Supplies for the 3D printer
- Printing and photocopying of learning materials
- Robotics equipment

For further information on the Department's Parent Payment Policy, please see the one page overview attached

In anticipation of your support,

Frank Moscott
School Council President

Jane Donaldson
Principal

PART 1 - Curriculum Contributions

Items and activities that students use, or participate in, to access the curriculum.

*** Please use the Maxim portal to make a Curriculum Contribution.**

PART 2 – Other Contributions

The contributions in this category are for non-curriculum items that relate to the school's functions and objectives. Examples of these are student support programs, School Canteen operations, Building and Grounds Maintenance.

*** Please use the Maxim portal to make a Curriculum Contribution.**

PART 3 – Educational Items for students to own

If you would like your child to individually own and use his/her own booklist and stationery items the school recommends that you purchase these from Maxim. The school has given Maxim a list of recommended items for each Grade level.

*** Please see below for how to order using the Maxim Portal.**

PART 4 – Tax Deductible Contributions (New)

These contributions are Tax Deductible, and you will be issued a receipt from the school that you can use for Tax Purposes. Amounts starting from \$2 are accepted in this section. (no maximum amount)

You can donate to:

The Building Fund – supports building renovations, upgrades, and maintenance.

The Library Fund – to support book and equipment purchases that sustain the Discovery Burrow.

*** Please contact the office on 9309 4350 if you would like to make a tax-deductible donation to the school.**

PART 5 – Extra-Curricular Items and Activities

The items and activities in this section are provided on a user-pays basis. Families will receive information about the items or activities, together with the cost. Examples in this category include excursions, in house activities, Camps, Graduation.



How to Order a Book Pack or to make curriculum or other contributions.

To order a Book pack, make a curriculum or other contribution,
please go to:

<http://www.maxim.booklists.com.au>

Portal opens Monday 14th October 2024

To order your Backpack:

1. Please follow this link: <http://www.maxim.booklists.com.au>
2. Your access code is: **WESTMEADPS**
**Please note this is capital sensitive. Please enter code as displayed in screen.*
3. Select the year level required for order ***This is the year your child is going into for 2025.***
4. Please ensure that the students' name, your name and contact details are given and correct
5. Select 'Place order'
6. If purchasing more than one booklist, please select 'Add another booklist' and follow the same procedure from step 3
7. Select 'Proceed to payment options'
8. Your total payment amount required will display on screen
9. Select 'Pay Now'
10. Please choose your check-out option – Credit/ Direct Debit available. Ensure payment details are correctly entered
11. You will receive a payment receipt and an order confirmation to the email address you provided
12. Your child's pack/s will be delivered to the school for collection

If you have any questions, please call Maxim on

1800 25 35 35 and press option 1

Orders must be placed by the **6th of December 2024**
to ensure delivery is on time, ready for the start of
the year.

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum | Amount |
|---|-----------------|
| <i>Student classroom consumables, materials & equipment</i> <ul style="list-style-type: none"> • Art – paint, crayons, canvas, glitter, coloured paper, glue, clay • Science – chemicals and materials • Mathematics – numeracy materials • English – reading books and materials. • Physical Education & Sports – equipment • Library-reading books • Italian-LOTE- classroom materials • Performing Arts- materials and equipment • STEM-Stationary, equipment and materials • Student planners/diaries | |
| <i>Online Subscriptions</i> <ul style="list-style-type: none"> • Little Learner Program • Progressive Achievement Tests (PAT)-Numeracy and Reading • Assessments Online • Essential Assessment | |
| <i>ICT devices – provision of devices from the shared classroom sets</i> | |
| <i>Printing and photocopying of worksheets and learning materials.</i> | |
| <i>Whole school events e.g. Art Show</i> | |
| Total Curriculum Contributions | \$100.00 |

| Other Contributions - for non-curriculum items and activities | Amount |
|---|----------------|
| <i>School Sports Victoria membership</i> | |
| <i>Student wellbeing programs- Lunchtime activities, Life Skills Program,</i> | |
| <i>Enhance the 2025 Intervention Program</i> | |
| <i>Engaging staff through local payroll- Groundskeeper and Maintenance employee</i> | |
| <i>Specialised Curriculum Resources eg. Robotics</i> | |
| <i>COMPASS Subscription</i> | |
| Total Other Contributions | \$50.00 |

| Tax deductible contributions <i>[delete this section if your school does not have a tax-deductible fund]</i> | |
|--|---------------------|
| <i>Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i> | Parent to determine |
| <i>Library fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i> | Parent to determine |

Educational items for students to own

- Class level Book Pack purchased from Maxim.
- Netbook purchased from Learning with Technologies (LWT)

Extra-Curricular Items and Activities

Westmeadows 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.

| Extra-Curricular Items and Activities | Amount |
|---|---------------|
| <i>Optional school photos</i> | TBC |
| <i>Optional Year 6 school camp</i> | TBC |
| <i>Optional Year 5/6 Interschool Sports program</i> | TBC |
| <i>Optional Gala Days</i> | TBC |
| <i>Optional Year 3-6 House Athletics Day</i> | TBC |
| <i>Optional Year 6 Graduation</i> | TBC |
| <i>Optional Year 4 school camp</i> | TBC |
| <i>Other optional whole school/cohort incursions and excursions to be scheduled</i> | TBC |

Financial Support for Families

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

- the Camps, Sports, and Excursions Fund
- Payment Plans

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Marisa Petersen Ph: 03 9309 4350

Total

| Category | Totals |
|---------------------------------------|---|
| Curriculum Contributions | \$100.00 |
| Other Contributions | <i>(Non-tax deductible)</i> \$ 50.00 |
| | <i>(Tax-deductible)</i> \$ Parent to determine |
| Extra-Curricular Items and Activities | \$ |
| Total | \$ |

Payment methods

- Maxim Portal
- Eftpos @ Westmeadows Primary School

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 Payments 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.