Bimbadeen Heights Primary School

2022 Parent Payments – Foundation

6th October 2021

Dear parent/guardian,

Bimbadeen Heights Primary School is looking forward to another great year of teaching and learning and would like to advise you of Bimbadeen Heights 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 all you 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 continue to provide a differentiated curriculum that responds to the learning of all students, provide essential learning resources to students, renew and enhance the provision of digital technology throughout the school, and improve assessment practices to ensure teaching is targeted to a student's next learning step.

The environment and resources that we enjoy today represent the contributions made by our parent/carer community over many years. Parent/Carers voluntary contributions make significant difference to the quality of our programs. This financial support ensures that we can continue to provide the excellent range of facilities and resources for your children. Your support has allowed us to:

- Provide high quality programs and specific subject materials and equipment for: English, Mathematics, Digital Technologies, Art, Music, Chinese (Mandarin) and Physical Education;
- Maintain and develop the school grounds;
- Ensure the upkeep of our computer devices to enhance learning opportunities;
- Rollout interactive televisions to support teaching and learning;
- Maintain sufficient class sets of books for students to develop their reading skills;
- Maintain high-quality literature in our classroom libraries and school library;
- Provide hands on maths equipment i.e.: measuring materials for teaching purposes;
- Facilitate Literacy and Mathematics online digital subscriptions;
- Deliver a range of sporting equipment;
- Arrange for individual student supplies and class bulk supplies;
- Offer effective First Aid for all students.

Please note that a separate parent payment form must be completed for each child for their year level in 2022. Voluntary payments are per student. If you choose to make voluntary payments to Bimbadeen Heights Primary School please return this form by 10th December 2021.

For further information on the Department's Parent Payments Policy please see a one-page overview attached.

Yours sincerely,

Adele Gregson

Principal

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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
General classroom materials and equipment (e.g. shared classroom stationery, paper, posters/charts, craft items, classroom libraries, readers)	$35
Digital and online subscriptions for learning • Literacy Planet • Essential Assessment	$25
Provision and upkeep of school devices and ICT (e.g. devices owned by the school, class sets, device configuration, maintenance, server/system costs)	$35
Photocopying and printing for students (e.g. printed learning resources)	$5
Subject specific materials and equipment (e.g. materials for English, Mathematics, Language, Science, Art, Music, Physical Education)	$35
Total Amount	**$**
Other Contributions - for non-curriculum items and activities	**Amount**
Student and parent communication tools - Sentral	$10
Student wellbeing programs	$5
First aid equipment	$5
School grounds maintenance and improvements	$15
Library Books	$10
Total Amount	**$**

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Educational items for students to own

Attached is a list of items that the school recommends you purchase from Maxim Office Supplies through Bimbadeen Heights Primary School for your child to individually own and use. See attached instructions p. 7

Book packs ordered before 12th November will be delivered to the school on December 2nd 2021 at no charge and will be sent home with your child that day. After this date you can still order book packs through Maxim however these will need to be home delivered which will incur a delivery charge.

Alternatively you may purchase these items through your own choice of provider.

Education items for students to own	Amount
Stationery Pack - Items include: 1 x Ruler 30cm Wooden Micador Essential 1 x Scissors - School Right Handed 150mm Red 4 x Glue Stick Bostik 35 gram 4 x Educ8 Circus Scrapbook 64 Page 100gsm 2 x PP Project Book 330 x 245mm 24mm Dotted Thirds 64 Page 2 x Educ8 A4 24mm Dotted Thirds 48 Page Exercise Book 1x Belgrave Triangular Jumbo HB Pencils 1 x Crayons Crayola Regular Size 92mm x 833 2 x Faber Castell Tri-Coloured Pencils Pack 10 1 x My Home Reading Journal KLUWELL Yellow Level 1 x Pencil Case Plastic A4 1 x Pop-up Note Refill Yellow 100 sheets per pack 2 x Edding 360 Whiteboard Marker Black Bullet 1 x Faber Castell Connector Colouring Pens Pack 12 1 x ABACUS SX -12D BASIC CALCULATOR 1 x 201 ERPBT28 Plastic Book Tub DARK BLUE 1 x Educ8® A4 Whiteboard 24mm Dotted Thirds Handwriting 1 x Swap, Write & Wipe Pockets 25cm x 35cm	
Total Education items for students to own	**Approximately $80**

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Extra-Curricular Items and Activities

Bimbadeen Heights 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 throughout the year.

Extra-Curricular Items and Activities	Amount
2022 School magazine/ yearbook	TBA This will be due term 4 2022
Other Optional Incursions and Excursions	Pay as you go throughout the year Approximately $100 per year
School Photographs	TBA

*Please note that additional charges may arise during the year and optional fundraising activities are not listed

Financial Support for Families

Bimbadeen Heights 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 through Centrepay

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

Adele Gates

Ph: 03 9726 9989 Email adele.gates@education.vic.gov.au

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Please return this page to the office before 10th December 2021

Total

Category	
Curriculum Contributions	$
Other Contributions	$
Education items for students to own	Purchase through third party provider
Extra-Curricular Items and Activities – Incursions, excursions and camps	PAYG through the year as they arise
Total	$

Payment methods

Please note that a separate parent payment form must be completed for each child for their year level in 2022.

Student name: _____ Year level 2022:_____

☐ **PLEASE USE MY 2021 CREDIT AMOUNT OF $_____ TO OFFSET MY PAYMENT/S**

☐ **PAYING AT THE OFFICE**

☐ **CREDIT CARD PAYMENT** Card Number:_____

Expiry Date: _____ Name as appears on Card: _____

Cardholder's Signature_____ Preferred date_____

☐ **DIRECT DEPOSIT PAYMENT:** B.H.P.S. BSB: 633 000 Acc.: 151 885 282

(Please ensure you enter your child's surname in the description and return this form to school.)

Signed: _____ Date deposited: _____

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Refunds

Please see the Bimbadeen Heights refund policy on the school website.
www.bimbadeenheightsps.vic.edu.au

This Policy sets out the conditions under which the refund of parent/carer payments may be granted and defines how refunds will be considered and administered by Bimbadeen Heights Primary School.

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Instructions to order book packs

Dear Parents,

Maxim Office Group have been selected as the preferred provider for Bimbadeen Heights Primary School to purchase student book packs for 2022. Packs will be delivered to the school for collection on December 2nd 2021 if ordered online by 12th November 2021 free of charge. After this date you can still order book packs through Maxim however these will need to be home delivered which will incur a delivery charge.

If you have any questions, please call Maxim on 1800 25 35 35 and press option 1.

Please note;

Orders must be placed by the 12th of November to ensure delivery is on time, ready for collection from the school on 2nd December 2021

For collection date information, please contact the school office on 03 9726 9989.

1. Please follow this link: http://www.maxim.booklists.com.au
2. Your access code is: **BIMHEIGHTS**
   **Please note this is capital sensitive. Please enter code as displayed in screen.*
3. Select the year level required for order (student year level in 2022)
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 – PayPal and MasterCard available. Ensure payment details are correctly entered
11. You will receive a payment receipt via PayPal, and an order confirmation to the email address you provided
12. Your child's pack/s will be delivered to the school for collection

Thank you.
Maxim Office Group

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.