



Ringwood Heights PS

ABN 49 366 794 494

MELBOURNE AUSTRALIA

Dear parent/guardian,

We would like to thank those families who have supported our school through both financial contributions and volunteering your time so far in 2024. The payments you have made and the fundraising/volunteering of your time makes a huge difference to our school and the programs and services we can offer. The support we receive from our families allows us to continue to not only offer all the basic needs for our students such as curriculum consumables throughout the year but also allows us to offer over and above the standard education and support to them. Your support allows us to:

- Provide high quality programs and specific subject materials and equipment for: English, Mathematics, Science, Art, Music, Inquiry, Language and PE
- Maintain and develop the school grounds.
- Ensure the upkeep of our computer devices to enhance learning opportunities.
- Maintain sufficient class sets of books for students to develop their reading skills.
- Provide hands on maths equipment i.e.: measuring materials for teaching purposes.
- Deliver a range of sporting equipment.
- Arrange for individual student supplies and class bulk supplies.
- Offer effective First Aid for all students.

Attached is a copy of the Parent Contribution form, for those families who still wish to make a voluntary contribution for 2024. Please complete the attached and return it to the office advising of how much you would like to contribute and how you would like your money to be distributed. If you would like to set up a payment plan and make these contributions throughout the year there is an option for this on the payment methods sheet.

If you would like to volunteer your time at the school, the following programs are run through the Parent Club and they would welcome any assistance.

Breakfast Club – runs Wednesday and Friday mornings.

Uniform Shop – runs Monday morning and Wednesday afternoons.

Other fundraising and activities throughout the year includes Icy Pole Day, Munchie Crunchie, Special Lunch Days, Easter & Christmas Raffles, Bunnings BBQ/Cake Stall, Mothers & Fathers Day stalls.

Another way to be involved in the school is to join our Community Liaison Committee. A committee that consists of parents and teachers and is responsible for strengthening the partnership between the school, parents and the broader community. The next meeting is Tuesday 7th May at 5.15pm in room 12.

For further information on what is required to volunteer at the school such as valid Working with Children check and completing a volunteering OH&S form please contact the office. Please also contact Parent Club's Sarah Marsh on 0409009542 or email sarahmarsh11@hotmail.com if you would like to volunteer for any of the above programs or fundraising activities.

Yours sincerely,

Kim Bride

Principal

PARENT CONTRIBUTIONS 2024

A - Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum

This is to enhance all Curriculum areas with shared classroom consumables and our specialist programs, as well as student photocopying and printing costs. At Ringwood Heights Primary School we are fortunate to be able to offer specialist programs in **Performing Arts, Visual Arts, Music, Physical Education, LOTE, Digital Technologies and the use of a well-resourced library**. We consider these to be vital programs which enhance the educational opportunities of every student at Ringwood Heights Primary school.

B - Other Contributions

STUDENT WELFARE PROGRAM Student welfare programs and resources which support our approach to student wellbeing through Positive Education

SCHOOL GROUNDS AND BUILDINGS This contribution provides funds to maintain and improve the physical surroundings of the school grounds and playground equipment. The Facilities and Grounds Sub Committee of School Council oversees annual projects in relation to the school grounds.

PARENTS' CLUB SUBSCRIPTION Annual membership for 2024

C - Tax Deductible Contributions

LIBRARY FUND To be used for the purchase of books – fiction, nonfiction, magazines, electronic resources and other resources for the Library, E Library and Literacy Program.

Extra Curricular Activities

Ringwood Heights Primary 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. This includes things such as excursions, sports, swimming, camps and more.

All extra curricular activities are on a user pays basis so if you would like to purchase an item or have your child participate in an activity, please indicate this when you receive the activities schedule each term. Payment for these will be requested with the Term Payments.

Financial Support for Families

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

- Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief (SSR)
- Instalment options

For a confidential discussion about accessing these services, or if you would like to discuss alternative flexible payment arrangements, contact: *Kathryn Hands – Business Manager 9870 3050*

Refunds Our refund policy can be found on the Ringwood Heights Primary School website.

PARENT CONTRIBUTIONS 2024

Family Name:

Please fill in this family contribution form below to confirm the amounts you will be paying for 2024.

Payment method options are on next page, please complete both pages and return to the school.

CURRICULUM CONTRIBUTIONS – PER STUDENT

STUDENT FULL NAME	HOME GROUP	SUGGESTED AMOUNT	AMOUNT TO BE PAID
		\$235	
			\$

OTHER CONTRIBUTIONS – PER FAMILY

CONTRIBUTIONS	SUGGESTED AMOUNT				AMOUNT TO BE PAID
Student Welfare Program	\$25				
School Grounds & Buildings	\$40	\$50	\$75	\$100	
Parents’ Club Subscription	\$2				
					\$

TAX DEDUCTABLE DONATIONS – PER FAMILY

FUND	SUGGESTED AMOUNT				AMOUNT TO BE PAID
LIBRARY FUND	\$40	\$50	\$75	\$100	
					\$

TOTALS

Curriculum contributions total	\$
Other voluntary contributions total	\$
Tax deductible donations total	\$
TOTAL	\$

PLEASE SEE PAGE OVER FOR PAYMENT INFO AND METHODS

PARENT CONTRIBUTIONS 2024 - PAYMENT METHODS

Please tick your preferred payment method

Direct Deposit

<p>Ringwood Heights Primary School</p> <p>BSB: 083 001</p> <p>Account: 789661518</p> <p>Please use 2024 and family/student name as the payment reference</p>
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I have paid \$_____ by Direct Deposit on date _____

Please email to confirm payment details to ringwood.heights.ps@education.vic.gov.au

OR

Credit/Debit Card (complete all details below)

Credit/Debit Card Payment Authority	
Card Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Card Expiry Date ____/____	Card Type: <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA
Cardholder Name:	
<input type="checkbox"/> I authorise RHPS to process \$_____ being for full payment on (insert date) _____	
OR Flexible payment option below	
<input type="checkbox"/> I authorise RHPS to process \$_____ as 1 st instalment on Thursday 8 th February, 2024	
<input type="checkbox"/> I authorise RHPS to process \$_____ as 2 nd instalment on Thursday 7 th March, 2024	
<input type="checkbox"/> I authorise RHPS to process \$_____ as 3 rd instalment on Thursday 18 th April, 2024	
<input type="checkbox"/> I will email/contact the school to organise my own payment plan for 2024	
Cardholder's Signature:	Date:

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.