



Dear parent/guardian,

Middle Kinglake Primary School is looking forward to another great year of teaching and learning and would like to advise you of Middle Kinglake Primary School's voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the standard curriculum requirements 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 your support, whether that 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 this support has allowed us to offer a wider range of subjects and special curriculum experiences, upgrade our IT equipment, enhanced digital learning opportunities, upgrading of play equipment and resources, subsidise camps etc.

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

Yours sincerely,

Meagan Callander  
Principal

Peta Fry  
School Council President

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum                                                                                                                                                                                                                                                                                                                                                | Amount |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>Books, paper, pens, textas- general stationary for the year (\$100)</li> <li>Art – paint, crayons, canvas, glitter, coloured paper (\$20)</li> <li>STEM- materials (\$20)</li> <li>Sports – equipment (\$10)</li> <li>Stephanie Alexander Kitchen Garden Program (\$20)</li> <li>Digital Learning Subscriptions (\$5)</li> <li>Printing and Photocopying (\$5)</li> </ul> | \$180  |

### Extra-Curricular Items and Activities – provided on a user-pays basis

Middle Kinglake Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. The cost of extra-curricular items and activities will be advised throughout the year.

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Flexible contribution arrangements
- Payment plans for Extra- Curricular Items and Activities

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

Meagan Callander or Felicity Maniszewski

Ph: 03 5786 1295 | Email: [Meagan.Callander@education.vic.gov.au](mailto:Meagan.Callander@education.vic.gov.au) or [Felicity.Maniszewski@education.vic.gov.au](mailto:Felicity.Maniszewski@education.vic.gov.au)

### Payment methods

Direct Deposit

Account Name: Middle Kinglake PSC Official Acc

Bank: Commonwealth Bank

BSB: 063 855

Account Number: 1002 8919

Please use family name and reason for payment as reference.

### 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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.