



Dear TCPS parents/guardians,

*Torquay Coast Primary School* is looking forward to another great year of teaching and learning and would like to advise you of *Torquay Coast Primary School's* voluntary financial contributions for 2023.

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 your support. This has made a huge difference to our school and the programs we can offer.

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

**Commencing in 2022 and continuing in 2023 Torquay Coast Primary School will provide all Curriculum Contribution for students. There will be no request payment towards these items. Please refer to the attached tables for further information. This was a complex decision and there are a number of contributing factors which has enabled our school to be able to offer this for our families.**

**Parents can pay on a 'USER PAYS' Basis for any Extra Curricular Excursions/Camps. These are an option for families to pay for if they wish their student to attend. These Extra-Curricular Items/Activities will be communicated to families next year through COMPASS outlining the costs per event. You will be able to consent online and pay via COMPASS PAY.**

Yours sincerely,

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**Darren Roskosch**  
**Principal**

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**Kelsey Jamieson**  
**School Council President**

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><b>ALL Stationary</b> Items for use in the classroom and Specialist areas for students to use throughout the year, including Books, Pens, Paper, Glue, Paint, Markers, Scissors, Printing etc. Approximately \$50 per student</p>	<p><b>NO COST FUNDED BY SCHOOL</b></p>
<p><b>Mathletics Online Program</b> (\$25 per student 2-6) that can be accessed at school and at home to further assist Numeracy in Grade 2-6.</p> <p><b>Sunshine Online</b> (\$2 per student P-6) that can be accessed at school and at home to further assist students in Prep to 6</p> <p><b>PM Readers Online</b> (\$8 per student P-2) that can be accessed at school and at home to further assist students in Prep to 2.</p> <p><b>iPad MDM and APP Access (\$10 per student)</b> covers the access to, and administration of, students iPad applications for school and BYOD (bring your own) devices.</p>	<p><b>NO COST FUNDED BY SCHOOL</b></p>
<p><b>Whole School Sporting Program</b> (\$38 per student Grades 3-6) including Bus and entry and School Sports Victoria Membership, excluding individual events.</p>	<p><b>NO COST FUNDED BY SCHOOL</b></p>
<p><b>Total Amount</b></p>	<p><b>NO COST FUNDED BY SCHOOL</b></p>

### Extra-Curricular Items and Activities

Torquay Coast 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.**

**Individual Excursions or Camps will be organised throughout the school year. Events will be placed on COMPASS for online Consent and payment via COMPASSPAY. Payments for these items are required before your student attends.**

**We have given an indication below of what possible extra-curricular activities your student may have the option of attending.**

Extra-Curricular Items and Activities Individual costings communicated at the time of the excursion/event through COMPASS	Amount
Werribee Zoo Science Works Melbourne Museum Beach Excursion End of Year Excursion to Movies Year Level Camps Health Education for 5/6 Students	Approximately \$100-\$150 per student for the entire school year. Only on a User Pays Basis.
<b>Total Extra-curricular Items and Activities Based on historical information</b>	<b>Approx. \$ 100-\$150 Not including CAMPS</b>

### Total

Category	
Curriculum Contributions	NO COST FUNDED BY SCHOOL
Other Contributions	NO COST FUNDED BY SCHOOL
<b>Extra-Curricular Items and Activities</b>	<b>Approximately \$100-\$150 per student for the entire school year. Not Including CAMPS</b>

## Financial Support for Families

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

- Camps, Sports and Excursions Fund – Information for 2023 Applications will be posted to all families through COMPASS at the start of the year. \$125 per student for eligible families. <https://www.vic.gov.au/camps-sports-and-excursions-fund>
- Individual Payment Plans for Families

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

Bianca McSparron – Business Manager Ph: 03 52185600

Email: [bianca.mcsparron@education.vic.gov.au](mailto:bianca.mcsparron@education.vic.gov.au)

## Payment Methods

We are a CASHLESS SCHOOL - Payments can be made via BPAY or COMPASS PAY.

## Refunds

### Full refund shall be payable to the student when:

- No cost is incurred by Torquay Coast Primary School, provided that Torquay Coast Primary School deems the student's withdrawal was unavoidable e.g. illness (a medical certificate may be requested).

### Partial refund shall be payable to the student withdrawing when:

- The student's withdrawal has incurred non-refundable expenses relating to the withdrawal e.g. bus costs or prepaid entry fees. In such cases, the refund will be the amount paid by the student, less the expenses incurred by Torquay Coast Primary School as a result of the withdrawal.

### No refund will be payable to the student withdrawing when:

- Torquay Coast Primary School has incurred the full costs of the camp or excursion.
- The principal will have the capacity to view special circumstances on an individual basis. This decision will be binding.

Refunds will only be considered when requesting in writing within 21 days of the excursion taking place or the commencement of the camp.

Where Torquay Coast Primary School makes the decision to cancel a camp or excursion, the amount paid by the student shall be refunded in full. Where a camp or excursion has to be rescheduled because of Government or DET warnings/advice e.g. fire or weather danger etc. parents may request a refund of monies paid by them less any funds incurred by the school for the rescheduled trip.

# 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.