

17/11/21

Dear parent/guardian,

Riddells Creek Primary School is looking forward to another great year of teaching and learning and would like to advise you of Riddells Creek Primary School 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 your 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:

- Offer a wide range of subjects and special curriculum experiences for our students across all year levels.
- Upgrade and purchase of additional IT devices for student loans during Covid lockdowns.
- Instrumental music program.
- Shaded areas.
- Enhanced digital learning opportunities.
- Kitchen garden program.
- Delivery of a high quality Auslan program with support from Educational Support staff that is renown the region.
- Social and emotional learning enhancement through resourcing the Kimochi program.
- Facilitation of our student leadership programs.
- Literacy intervention throughout the school through educational support.

Please find below Riddells Creek Primary Schools voluntary financial contributions schedule for 2022, which includes an overview of what your contributions funds for your child.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of contributions for your child/ren.

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

Yours sincerely,



Emma Brooksby  
Principal



Lachlan Milne  
School Council President

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum during 2022	<b>Amount</b>
<i>Classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• Art –consumables (clay, paint, paper, chalk, glitter, feathers etc)</li> <li>• Auslan resources</li> <li>• Mathematics – consumables (shared classroom sets such as dice, counters, paddle pop sticks etc)</li> <li>• English (includes Library and purchasing of new books for students to read) (bookmark/Britannia-school input handwriting books etc) Pocket rocket readers</li> <li>• Sports – equipment, ribbons, materials</li> <li>• Music (instruments, repairs to instruments used in class etc)</li> </ul>	\$50
<i>Online Subscriptions</i> <ul style="list-style-type: none"> <li>• Decodable readers Australia Prep-6</li> <li>• Essential Assessment</li> <li>• Acer Online</li> </ul>	\$20
<i>ICT Devices – provision of devices from the shared classroom sets</i> <i>Chrome books (3-6)/apple ipad (p-2)</i>	\$30
<i>Printing and photocopying of worksheets and learning materials</i>	\$25
<b>Item 1. Curriculum Contribution Total</b>	<b>\$125</b>
<b>Item 2. Book Pack Stationery Total if purchased from (see table on booklist page)</b>	<b>\$40</b>
<b>Total cost to families for classroom materials that students use and keep</b>	<b>\$165</b>
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<ul style="list-style-type: none"> <li>• School grounds maintenance and improvements</li> <li>• Compass</li> <li>• Seesaw</li> <li>• Student Accident Insurance</li> </ul>	\$100
<b>Item 3. Other Contributions Total</b>	<b>\$100</b>
<b>Total Voluntary Contribution (Items 1., 2. and 3.)</b>	<b>\$265</b>

#### **Educational items for students to own – Book Pack Stationery Cost**

Attached is a list of items that the school recommends you purchase from Paperchase Office National for your child to individually own and use. **\$40 as listed above (item 2) and itemised on booklist page**

## Financial Support for Families

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

- State Schools' Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate
- Camps, Sports and Excursions Fund provides payments for eligible students to attend camps, sports and excursions

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Cathy Calder, Business Manager 54287277, or email [riddells.creek.ps@education.vic.gov.au](mailto:riddells.creek.ps@education.vic.gov.au)

Category	Cost
Curriculum Contributions (including book box stationery cost)	\$ 165
Other Contributions	\$ 100

## Payment methods

Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Riddells Creek Primary School. Payment can be made electronically **VIA PAPERCHASE PORTAL if you are ordering the Stationery Pack. If you are not ordering the stationery pack through Paperchase, you can pay the school directly for your contributions.**

## 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 Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

**Please place your order online no later than 18<sup>th</sup> December 2021 to guarantee free delivery to the school.**

Orders placed after the cut-off date may incur a \$5 processing fee, and are not guaranteed to be delivered before the start of Term 1 2022.

Parents can contact the school office for assistance to place the book list order if they do not have any access to the internet at home.

## Online Ordering Procedure

1. Go to <http://booklist.paperchase.com.au>
2. ENTER THIS SCHOOL ACCESS CODE: **BTSRCPS**  
School code must be entered. Searching for school will not work
3. Click 'Create Order', Enter students first and last name, choose year level from the drop-down list and follow the prompts to place your order.

Please check your E-mail for order receipt.

**PLEASE NOTE: All packs will be delivered to the school for distribution to students and therefore must be pre-paid.** Payment must be made during the online ordering process, by **Visa or Mastercard** (credit card or debit card accepted). ZIP Pay also available\*

\* ZIP Interest free, nothing to pay upfront, flexible repayments. You will need an active Zip account. Conditions apply: <https://zip.co/create-an-account>

If you elect not to purchase the booklist through Paperchase please ensure children come to school on the first day with the required materials.

If you have any queries, please contact the school office.