



PARENT PAYMENTS



Help for non-English speakers

If you need help to understand the information in this policy, please contact the Wilmot Road Primary School office on 03 5821 4953 or Wilmot.road.ps.shepparton@education.vic.gov.au

PURPOSE

Under the Department of Education and Training's [Parent Payments Policy](#), Victorian government schools are required to provide transparent information to their school community on voluntary parent/carer contributions.

POLICY

The following documents outline the voluntary parent/carer contributions for all year levels at our school:

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Student Books and Stationery	\$50.00
ICT devices – provision of devices from the shared classroom sets	\$50.00
Total Curriculum Contributions	\$100.00

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

Wilmot Road 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.

Extra-Curricular Items and Activities	Amount
Optional grade camp and excursions (in addition to the core curriculum) – to be scheduled	\$TBA
Optional Swimming Program – entrance and bus fees only	\$TBA
Total Extra – Curricular Items and Activities	\$TBA

Financial Support for Families

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

- Centrepay deductions – a form needs to be completed at the office early in 2025.
- the Camps, Sports and Excursions Fund (CSEF). If you are a current Health Care Card Holder you are entitled to receive \$150.00 per child to assist in payment of excursions / activities / camps. Please provide a copy of your current Health Care Card by February 15 to the office and we will apply for this funding for you. Please note that this CSEF cannot be used for uniforms or the book / stationery / IT contributions.

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

Loretta Huggard Ph. 03 5821 4953 Email – loretta.huggard@education.vic.gov.au

Payment methods

BPay – Reference Number at the Office	Centrepay – Complete form at the Office
Direct Deposit – Details at the Office	Cash – Paid to the Office
EFTPOS – Terminal at Reception	

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.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Discussed at annual staff briefings/meetings
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

- Appendix 1: DET Parent Payments One Page Overview
- Appendix 2: Parent Payments Letter

POLICY REVIEW AND APPROVAL

Policy last reviewed	August 2025
Approved by	Principal
Next scheduled review date	November 2025

WILMOT ROAD PRIMARY SCHOOL

PARENT PAYMENTS POLICY



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.

APPENDIX 2

Wilmot Road Primary School

No: 4943

84-90 Wilmot Road

Shepparton 3630



Phone: 5821 4953

Web: www.wilmotrd.vic.edu.au

Email: wilmot.road.ps.shepparton@education.vic.gov.au

22 November 2024

Dear parent/guardian,

Wilmot Road Primary School is looking forward to another great year of teaching and learning and would like to advise you of Wilmot Road Primary School's voluntary financial contributions for 2025.

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 those who have volunteered their time. For those who have supported us through student contributions, thank you as this has made a huge difference to our school and the programs we can offer.

Within our school these contributions are used for book packs and excursions and has allowed us to continue to provide a curriculum the responds to the learning of all students, provide the correct learning resources to students, renew and enhance the provision of digital technology throughout the school. By parents contributing for books, stationery and excursions it enables us to provide our students with worthwhile welfare programs including our School Nurse, Intervention, Speech Therapy, Occupational Therapy, Sensory Room, Play Therapy and additional resources for lunchtime activities which all are beneficial to students learning.

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

Yours sincerely,

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Sharon Thompson
Principal

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Jacquie Gawne
School Council President

Happiness Through Achievement

