



Friday, 1st November 2024

Dear parents and carers,

Livingstone Primary School is looking forward to another excellent year of teaching and learning and would like to advise you of our 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 thank you for all your support, whether that is through fundraising or volunteering your time. You may also notice that our parent/carer contributions have remained the same as last year. Family-school partnerships make a huge difference to our school and the programs we can offer.

Within our school, your voluntary contributions have allowed us to:

- ✓ ***provide an enriched curriculum in our specialist program***
- ✓ ***purchase additional curriculum materials e.g. science equipment***
- ✓ ***purchase state of the art STEAM and ICT resources e.g. Macbooks, digital displays, VR equipment***
- ✓ ***subsidise a range of academic competitions e.g. Science Talent Search, Maths Games, Maths Talent Quest (MTQ), Maths Olympiad, attending John Monash Secondary School***
- ✓ ***employ First Aid Officers***
- ✓ ***continually upgrade our school network, ensuring we remain a leading school in ICT***
- ✓ ***acquire new sports equipment to improve the Health & P.E. program***
- ✓ ***provide various lunchtime activities & clubs for all students***
- ✓ ***provide additional school-based funding to the Tutor Learning Initiative (TLI) and additional extension staff***
- ✓ ***extend our English as an Additional Language and Extension (EAL) program***
- ✓ ***upgrade classroom furniture***
- ✓ ***action additional refurbishment/maintenance of the outdoor learning areas***
- ✓ ***attend to the removal of dangerous trees and large branches***
- ✓ ***install security/safety enhancements e.g. fencing, additional CCTV, cameras, after hours security patrols, extra signage and safer lighting***

The enhancements and programming above have only been made possible through the generous support of every Livingstone family.

The level of funding allocated to schools by the government **does not** allow the running of many of the programs outlined above, nor provide the ability to continually enhance the learning environment for your child/ren. Our school council remains fully committed to the further enhancement of all areas of our school, particularly those that most directly benefit the academic growth, health and wellbeing of our children. For further information on the Department's Parent Payments Policy, please see a one-page overview attached.

Thank you for your continued support in providing the best opportunities possible for the children of our amazing school.

Yours sincerely,

Natalie Fukuhara
School Council President

Simone Patterson
Treasurer

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<ul style="list-style-type: none"> • Student diary and communication satchel. • Art – paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material, wood, beading, wire, plaster, clay. • Science – ingredients, books, shared classroom materials, kits, testing equipment. • Mathematics – numeracy blocks, calculators, textbooks, stationery, maths kits, software. • English – novels, readers, paper. • Physical Education – equipment, ribbons, materials and awards. • Performing Arts– instruments (school sets), books, pens, markers and materials. • Languages – resource materials, language packs. • Online Subscriptions – Mathletics, Reading Eggs. • ICT – iPad satchels, provision of devices from the shared classroom sets, apps. • Printing and photocopying of learning materials. • Water Safety Program. 	\$287.50
Total Curriculum Contributions	\$287.50

Other Contributions - for non-curriculum items and activities	Amount
<ul style="list-style-type: none"> • Student Wellbeing programs - many and varied targeted initiatives, incursions. • School Sports Victoria membership. • First aid equipment. • Parent communication. • School grounds maintenance and improvements. 	\$45.00
Total Other Contributions	\$45.00

Tax deductible contributions	
Building fund. A tax-deductible contribution to support renovations, upgrades and maintenance of school infrastructure. (Suggested amount)	\$22.50
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. (Suggested amount)	\$22.50

Educational items for students to own

Year Level Leaders have recently spent time assessing the needs of students in each level for next year. Livingstone Primary School highly recommends you purchase year level Student Learning Packs from Maxim for your child to individually own and use. We have also regularly liaised to ensure that competitive pricing remained and that only quality items were considered.

Individual Student Learning Packs (Book Packs). The content of these packs vary between year levels and can be ordered by parents /carers directly from our school supplier. A list of supplies for each year level will be made available on the supplier’s portal. The school is not able to pre-purchase and supply these packs on behalf of parents/carers.

The recommended packs can be purchased directly through Maxim and will be available to purchase online from 11th November 2024 through to 20th December 2024. Book packs ordered by the 20th December 2024 will have collection times from the school canteen area on Tuesday 28th January 2025 (8.30am – 6.00pm), Wednesday 29th January 2025 (8.00am – 9.30am) or Thursday 30th January 2025 (3.00pm – 4.00pm). Please note that Foundation packs are given directly to the classroom teacher and are not required to be collected from the school. Orders received by Maxim after 20th December 2024 will incur a late fee of \$15 and will be delivered directly to the school within the first 2 weeks of February 2025. Details on how to order will be posted on Compass.

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

Livingstone 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. These are provided on a user-pays basis.

Extra-Curricular Items and Activities	Amount
<p>Notification, consent and payment for these optional events will be posted on Compass throughout the year. The amount payable will be determined by the event :</p> <ul style="list-style-type: none"> • School magazine • School camps / Activity weeks. • Sporting events. • Excursions / Incursions. • Graduation. • School Photos. • Swimming Classes / Program. • PEEP. • Gala. 	\$TBC
Total Extra-Curricular Items and Activities	\$TBC

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief (SSR)
- School Saving Bonus (SSB)

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

Christina Byrne – Business Manager

Ph: 03 9803 7673 | Email: Livingstone.ps@education.vic.gov.au

Total

Category	Totals
Curriculum Contributions	\$287.50
Other Contributions	<i>(Non-tax deductible)</i> \$45.00
	<i>(Tax-deductible)</i> \$45.00
Extra-Curricular Items and Activities	\$TBC
Total	\$377.50

Payment methods

All parent payments and contributions can be made electronically using 'Compass Pay' (preferred method) or debit / credit card at the school's office. Should you wish to pay offline, you will need to select 'Pay in Person at the School', once your Compass Pay process is complete (please refer to the instructions located on Compass).

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 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.