

2021 STUDENT REQUISITES AND SUBJECT CONTRIBUTIONS LETTER

Grade 3/4

Dear Parents,

Beaconsfield Upper Primary School is looking forward to another great year of teaching and learning and would like to advise you of our parent payment arrangements for 2021.

Please find the fee schedule for 2021 attached. Please complete this form and return to the school by 4th December so the school can prepare accordingly.

Beaconsfield Upper Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Stationery supplies are purchased in bulk to provide the best available pricing.

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (available to holders of a valid Health Care Card)
- Payment plans

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

Vicki Miles

Ph: 03 5944 3591 | Email: Beaconsfield.upper.ps@education.vic.gov.au

Payment Methods

- Pay at the Office (please fill out attached invoice and include with payment). * **If Covid restrictions allow**
- Pay via Qkr app
- Payment by Credit Card over the phone
- Pay in **two** equal instalments, the first instalment by **January 28th** and the second by **Thursday, 1st April, 2021**. (last day of term 1).

Refunds

Requests for refunds must be made in writing, and will be considered case by case.

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

Yours sincerely,

Vicki Miles
Principal

Travis De La Rue
School Council President

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW

The following is a summary of the main principles of the Parent Payments Policy:



FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.



PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

Essential Student Learning Items

- Items and activities which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own.

Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.



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 obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.

Student name _____

Fee schedule – Grade 3/4

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. BUPS also continues to welcome your voluntary contributions for 2021.

Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum. You may choose to purchase these items through the school or provide your own. Please indicate which items you would like to purchase through the school on the table below:

Essential Student Learning Items	Amount	Purchase through school
Art supplies – including paper, glue, clay, paint	20.00	
Consumables for Literacy, Numeracy, Integrated learning: Cover paper, tape, markers, pencils	50.00	
Resilience Project Diary	9.00	
Booklist as attached	87.00	
TOTAL	\$166	

Attached is a booklist which guides you on the everyday items that your child will use in the classroom. Please indicate which items you would like to purchase through the school on the attached booklist

Optional Items

BUPS offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child.

Optional Item	Amount	Amount paid
Optional excursions as scheduled throughout 2021. The cost of these excursions will be advised throughout the year.	To be advised	
Yearbook	\$15.00	

Voluntary Contributions

BUPS continues to welcome your voluntary contributions to support our school.

You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students. Alternatively, you can make a voluntary contribution to any of the specific priorities outlined in the table below:

Voluntary Contribution	Tax deductible ?	Suggested Voluntary Contribution per family	Amount
ICT/Library Fund. This fee is vital in maintaining a Library that contains the latest computers and audio visual equipment as well as non-fiction/fiction books and electronic resources that are central to the school's learning program.	Yes	\$50	
Grounds' Levy to assist in meeting the costs of maintaining and improving the school grounds. This fee is also used to pay for plants and materials used at working bees and the maintenance wages.	No	\$30	
Printing costs to assist with the cost of paper and toner for class resources.	No	\$30	
TOTAL			\$

****These charges are per family**

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

Parent Payment Charges

Essential Student Learning Items Amount _____

Optional Items Amount _____

Voluntary financial contribution Amount _____

TOTAL _____

Parent/guardian signature _____

Booklist – grade 3/4 2021

Item	Amount	Purchase through school
Aluminium Metal Double Hole Sharpener - Assorted Colours	1	
Wooden Ruler-Unpolished 30cm	2	
Tudor Graph Book A4 48 Pge 10mm Grid (Square)	2	
Tudor Exercise Book A4 64 Page 14mm Dotted Thirds (140927)	5	
Celco Maxi Eraser PVC & Latex Free for coloured & Lead Pencils	2	
Faber Castell Textas Connector Pens 12's	2	
Scrap Book Megasaurus Bond 90gsm 330mm x 245mm 64 page	6	
Faber TriGrip Coloured Pencil 12 Pack	2	
BIC Glue Stick 36G	4	
Clipfolder A4 PP with Inside Pocket - Black	1	
Cumberland A4 Refillable Display Books Clear Front - Black 20 Pg	1	
Neon Sticky Notes PKT 5 Assorted Colours 76x76 *6549-5A*	2	
Osmer Scissors PVC Pouch 155mm Blue - Safety Rounded Tip	2	
Bic Cristal Ballpoint Pen Medium Blue	2	
Bic Cristal Ballpoint Pen Medium Red	2	
Faber Castell RED Editing / Correction Pencil -3mm	4	
Faber Castell Graphite 1111 Economy Pencil HB *	8	
Faber-Castell Dry Erase Whiteboard + 1 x Black & Red Whiteboard Marker	1	
Osmer Bullet Tip Whiteboard Markers Black (Artline 577 sub)	4	
Whiteboard Eraser Magnetic -Small Assorted Colours	1	
A4 Ruled Exam Paper 18mm dotted thirds Portrait	1	
Bostik BluTack 75gm -compact pack	1	
Marbig Slimpick Document Wallets F/Cap 10's - Assorted Brights	1	
Staedtler 351 Drysafe Bullet Whiteboard Marker WALLET 6 Assorted	1	
Tick here to purchase all items through school		