

## **2021 STUDENT REQUISITES AND SUBJECT CONTRIBUTIONS LETTER**

### **Grade 6**

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 4<sup>th</sup> 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](mailto: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 28<sup>th</sup>** and the second by **Thursday, 1<sup>st</sup> 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 6**

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.

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:

<b>Essential Student Learning Items</b>	<b>Amount</b>	<b>Purchase through school</b>
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	81.00	
<b>TOTAL (with rounding)</b>	<b>\$160.00</b>	

**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.

<b>Optional Item</b>	<b>Amount</b>	<b>Amount paid</b>
Optional excursions as scheduled throughout 2021. The cost of these excursions will be advised throughout the year.	<b>To be advised</b>	
Yearbook	<b>\$15.00</b>	
Graduation	<b>\$35.00</b>	

## 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
<b>ICT/Library Fund.</b> 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	
<b>Grounds' Levy</b> 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	
<b>Printing costs</b> to assist with the cost of paper and toner for class resources	No	\$30	
<b>TOTAL</b>			<b>\$</b>

**\*\*These contributions 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 6 2021

Item	Number	Purchase through school
Wooden Ruler-Unpolished 30cm	2	
Olympic Graph Book G104 A4 48 Pge 10mm Grid (Square)	2	
Olympic Exercise Book E848 A4 48 Page 8mm	4	
Celco Maxi Eraser PVC & Latex Free for coloured & Lead Pencils	2	
Cumberland A4 Refillable Display Books Clear Front - Black 20 Pg	1	
Bazic Fiero Fiber Tip Fineliner Pen - Extra Fine Black	2	
Paper Mate 100 Inkjoy BallPoint Pen Medium Red	6	
Paper Mate 100 Inkjoy BallPoint Pen Medium Blue	10	
BIC Glue Stick 36G	3	
Aluminium Metal Sharpeners Single Hole - Assorted Colours	1	
Westcott 152mm (6") Blue Handle Antimicrobial Student Scissors Left & Right	1	
Osmer Bullet Tip Whiteboard Markers - Black	2	
Faber Castell Graphite 1111 Economy Pencil HB *	8	
Bic Kids Evolution Colouring Pencils 12 Pk	2	
Texta Nylorite Water Based Colouring Markers 12 Assorted	2	
Protex PP A4 200 page Lecture Book side spiral + 7 holes (assorted colours)	1	
Scrap Book Megasaurus Bond 90gsm 330mm x 245mm 64 page	4	
Faber-Castell Dry Erase Whiteboard + 1 x Black & Red Whiteboard Marker	1	
Slimpick Document Wallets F/C Assorted Pk10	1	
Magnetic Whiteboard Eraser Small - Assorted Colours	1	
Yellow Sticky Notes PKT 12 76x76	2	
A4 Exam Paper 8mm Ruled with margin 7 hole punched 55gsm	1	
Staedtler 351 Drysafe Bullet Whiteboard Marker WALLET 6 Assorted	1	
Bostik BluTack 75gm -compact pack	1	
<b>Tick here to purchase all items through school</b>		