

20th November 2023

Dear parent/guardian,

Hamilton Parklands is looking forward to another great year of teaching and learning and would like to advise you of Hamilton Parklands School's voluntary financial contributions for 2024.

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 is 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 previously gone towards specialised curriculum experiences, enhanced digital learning opportunities, and supplementation of programs such as RDA, work experience and extended swimming sessions.

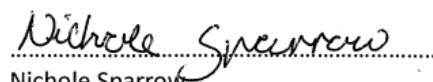
Hamilton Parklands School is endorsed as a Deductible Gift Recipient under the *Income Tax Assessment Act 1997 (Cth)* with the result that any donations made by you will be tax deductible. To be tax deductible, your donation needs to be made voluntarily. We have suggested an amount to be contributed under "Curriculum Contributions" and "Other Contributions" below, but please feel free to contribute an alternative amount. Amounts paid under "Extra-Curricular Items and Activities" are not donations and are not tax deductible. Fundraising days and activities are not deemed to be donations to Hamilton Parklands School and as such are not tax deductible.

For further information on the Department's Parent Payments Policy please see a one-page overview attached or [School costs and fees | vic.gov.au \(www.vic.gov.au\)](https://www.vic.gov.au/school-costs-and-fees)

Thank you to those families who made voluntary contributions during 2023 your support of our school and programs was much appreciated.

Yours sincerely,

.....
Sonya Holden
Principal


.....
Nichole Sparrow
School Council President

Curriculum Contributions – suggested tax-deductible contributions for items and activities that students use, or participate in, to access the Curriculum	Amount
<p>Classroom consumables, materials & equipment</p> <ul style="list-style-type: none"> • Art – paint, crayons, canvas, glitter, coloured paper etc. \$40.00 • Design & Technology – (incorporating a food tech component) - food ingredients such as flour, butter etc, digital devices as required and construction materials \$ 40.00 • Curriculum Excursions - School owned bus maintenance and running costs \$20.00 	<p><i>\$100.00</i></p>
<p>Online Subscriptions</p> <ul style="list-style-type: none"> • <i>Literacy Planet</i> \$10.00 • <i>Mathletics</i> \$10.00 	<p><i>\$20.00</i></p>
<p>Total tax-deductible Curriculum Contributions</p>	<p>\$</p>

(parent to enter voluntary contribution amount)

Educational items for students to own

Attached is a list of items that the school recommends you purchase from a retailer of your choice for your child to individually own and use.

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

Hamilton Parklands School offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides in order to deliver the Curriculum. These are provided on a user-pays basis.

Various items such as those listed below will be costed at the time of delivery and parents can make informed decisions at such times regarding their child’s participation.

Extra-Curricular Items and Activities
Optional school camps
Optional school excursions / extended days
Optional school incursions
Optional extra-curricular programs which become available during the year

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- use of Centrepay arrangements
- flexible payment arrangements

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

Sonya Holden (Principal)

Ph: 03 55723077 | Email: hamilton.sds@education.vic.gov.au

Suggested Voluntary Contributions

Category	
Curriculum Contributions	\$ 100.00
Other Contributions	\$ 20.00
Extra-Curricular Items and Activities	As required

Payment methods

1. Cash or Cheque
2. Payment Plan as arranged with the school
3. CentrePay payment plan from your Centrelink Benefits
4. Bank transfer to the school account as pre-arranged with the school.

NOTE: No EFTPOS available at the school

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.

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.