Harrisfield Primary School

Dear Parents & Carers,

Harrisfield Primary School is looking forward to another great year of teaching and learning and would like to advise you of *Harrisfield'*s voluntary financial contributions for *2026.*

Schools provide students with free instruction to fulfil the standard curriculum requirements, and we want to assure you that all contributions are voluntary.

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

Yours sincerely,

Trish Harry - Principal *Lisa Seufert – School Council President*

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment • *Art – paint, crayons, canvas, glitter, coloured paper* • *Science – equipment* • *Mathematics – equipment* • *Sports equipment*	*$50*
Printing and photocopying of worksheets and learning materials	*$15*
Stationery • *Exercise books, grid books, scrap books* • *Scissors, writing pencils, pens* • *Student diary, document wallets*	*$35*
Total Curriculum Contributions	***$100***

Other Contributions - for non-curriculum items and activities	**Amount**
School grounds maintenance and improvements	*$30*
Total Other Contributions	***$30***

Educational items for students to own: *Attached is a list of items that the school* recommends you purchase for your child to individually own and use.

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

Harrisfield 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 below are approximate, actual costs will be advised throughout the year*.

Extra-Curricular Items and Activities	**Amount**
Optional 3-day school camp – Bayview Adventure Camp Year 5/6 students	*$380.00*
Optional Interschool sports program – Year 5/6 students	*$50.00*
Optional Excursions & Incursions to be scheduled	*TBA*
Optional Swimming program	*$50.00*
Total Extra-Curricular Items and Activities	**$ *TBC***

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- *State Schools Relief (SSR)*
- *Payment plans for Extra-Curricular Items and Activities*

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Trish Harry 9546 9210 Email trish.harry@education.vic.gov.au

Total payment

Category	Totals
Curriculum Contributions	$
Other Contributions *(Non-tax deductible)*	$
Extra-Curricular Items and Activities	$
Total	**$**

Student name …….

Date paid: ……. [ ] EFT [ ] Cash [ ] Direct deposit: **BSB 083 001 Account 806 254 595**

Payment methods

Payment methods available are:

- Cash
- Bpay
- Eftpos
- Direct deposit BSB 083 001 Account number: 806 254 595

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 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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.