



14 November 2023

PARENT PAYMENTS 2024

Dear Parents/Carers

Kew East Primary School (KEPS) is looking forward to the 2024 school year and the opportunities it has to offer its students in their learning. To support the KEPS' educational programs in 2024, the School Council has approved the school's parent payment charges for 2024.

Kew East Primary School is proud to provide the best possible learning environment for all students. To ensure that the school can continue to maintain and enhance the high quality teaching and learning programs and resources, we require parent support through payments of School Council Contributions. It is this voluntary financial support that ensures we have the materials, equipment, supports and facilities to implement the programs that we do, that go beyond the standard curriculum.

Government schools provide students with free tuition to fulfil the standard Victorian Curriculum and any contributions you make enable the school to provide materials, resources, equipment and an excellent range of facilities to best educate your child/ren each year. We are very proud of the breadth of educational opportunities that we can offer to the children attending KEPS and this in large, is very much due to the contributions that parents make to the school to support staff in the implementation of quality programs.

School council wishes to inform parents that not all schools purchase student curriculum consumables in bulk but at KEPS, the school orders these materials which are way beyond what would be reasonably expected to support the delivery of a standard curriculum. In doing so it also ensures that all students receive the same quality materials.

It was acknowledged in our 4 year independent school review in 2021, that we are providing outstanding opportunities for our students, and gaining exceptional student outcomes F-6. In 2023, we were named in the top 50 primary schools (government, Catholic and independent), **being 35th out of all 1576 Victorian primary schools**, based on 2021/2022 Year 5 NAPLAN data. This is because we deliver way above just a standard education and to do this, we continue to rely on parent support to be able to offer such quality programs to our students.

Parent payments are made under three categories, Curriculum Contributions (for bulk ordered curriculum consumables), Other Contributions (previously known as voluntary contributions), along with Library and Building Trust donations (trusts contributions are tax deductible). In addition, Extra-Curricular Items and Activities are sent out on term payment planners each term for items such as, camps, incursions and excursions. In the case of extra curricula items and activity payments, a projected schedule for the year has been included in this letter to give families as much information and notice as possible, prior to asking for payment each school term.

In accordance with Department of Education and Training (DET) policy, regarding notification to parents of Curriculum Contributions, Other Contributions and Extra Curricular Items and Activities, parents are required to receive the financial contributions information 6 weeks prior to the end of the current school year.

School Council is responsible for developing and approving a school level parent payment arrangement that is compliant with the Department's policy. Parent payments for the 2024 school year will be **\$615**. This represents an approximate 4% increase on 2023 Curriculum Contribution fees. **Curriculum Contributions will be \$365, Other Contributions \$250. A suggested amount of \$100 per family or some other amount has been suggested for each of the Library Trust and Building Trust Contributions. Extra-Curricular Items and Activities are optional (Year level) and are paid on a term by term basis via Term payment planners, so are not included in this initial payment request.**

In setting the 2024 payments, the School Council Finance Subcommittee has worked closely with the Principal class team to set these payments, so that they meet projected budgetary requirements of the school for 2024. Every effort has been made to keep these parent payments affordable for all families. School Council believes that we are offering value for money.

Please find attached, parent payments schedule for 2024 and payment form.

Financial Support for Families

Kew East 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)* - contact Karen Geddes, to discuss this option
- second hand uniform shop – contact office on 9859 2903

- negotiated payment plans – contact Principal, Helen Fotheringham, should you wish to discuss this option

*The Camps Sports & Excursion Fund (CSEF) is available for eligible families who hold a valid means-tested concession card or temporary foster parents. Contact the office for an application form. Parents who currently receive the CSEF and who remain eligible will automatically have their 2024 application processed by the school.

If you wish to explore other payment options or if you have any queries about the above payments please do not hesitate to contact the Principal, Helen Fotheringham to discuss your concerns in confidence either by phone, 9859 2903 or email: kew.east.ps@education.vic.gov.au

Method of Payment

- **EFT/Credit card/ BPay.** Please return the attached sheet together with your payment to the school office.
Payment in full must be received no later than **Friday 9 February 2024**
- **Payments may also be made for 2024 prior to the end of this year.**

Refunds

Please view our refunds policy online. Please note that refunds are only available for excursions/incursions/camps where the supplier also agrees.

For further information on the Department's Parent Payment Policy please see a one page overview attached [here](#). In anticipation, Kew East Primary School Council thanks you for your ongoing support.

Yours sincerely



HELEN FOTHERINGHAM
PRINCIPAL



JARROD FRAZER
SCHOOL COUNCIL PRESIDENT

1. CURRICULUM CONTRIBUTIONS (previously known as Essential Educational Items)

At Kew East Primary School, each year the school purchases, on behalf of parents/carers, materials for learning and teaching. These items are made available to students and avoid the need for parents to supply them. By purchasing these items on behalf of students we are able to obtain substantial discounts and provide a simple system where every child receives the required stationery.

Curriculum Contributions	Cost
Essential Stationery Exercise books, pencils, sharpener, ruler, pens, markers, crayons, textas, highlighters, erasers, glue sticks, scissors, display books, post-it notes, personal white board, sheet protectors, laminating pouches, sticky tape, masking tape, hand writing conventions book. Items may vary at each year level but typically include many of the above items along with other level specific items.	\$150
Art/Integrated materials	\$130
Paper (e.g. coloured, cartridge, cover lined)	\$ 75
Online subscriptions (PM eCollection, Sunshine online, teacher resource sites)	\$10
Total	\$365

TOTAL COST \$365

2. OTHER CONTRIBUTIONS (previously known as Voluntary Contribution)

School Council invites parents to make a voluntary contribution to support the school for a number of services/programs, some of which are unique to KEPS. These programs are as follows:

➤ INFORMATION COMMUNICATION TECHNOLOGY (ICT)

- Although we receive some support from DET to fund ICT, we still need to contribute significant additional funds towards this program, if we wish to continue to provide state of the art technology for all students at KEPS.
- Provision of the latest technology through the provision of classroom computers, iPads, iPad apps, and sets of laptop computers and robotic equipment.
- In 2023 we purchased 87 laptops at a total cost of \$111,000 and leased another 113 laptops on a 3 year lease to use across the whole school. This lease costs the school approximately \$59 000 each year of the lease.
- 30 iPads/laptops will be purchased in 2024 for use by specialist classes.
- Employ a local ICT technician, to maintain our computers, laptops and iPads in good working order; and configuration of new equipment and loading of new software.

➤ ENGLISH and MATHEMATICS

- On a yearly basis, we expand and replace sets of books for the teaching of reading and take home books, beyond what is required for the standard curriculum. Constantly building up Maths resources including concrete materials, to be used for the teaching of the understanding of mathematical concepts.

➤ EXTENDED MUSIC/PERFORMING ARTS PROGRAM

- The Music/Performing Arts Program at KEPS is unique in both the quality and the opportunities that it provides for students, far beyond the standard music program offered in primary schools. Students are given the opportunity to experience the use of a large range of tuned and percussion instruments such as, marimbas and xylophones, and the use of technology, such as iPads, for creating compositions and recording performances. These instruments need replacement and upkeep to ensure they remain serviceable.

➤ FIRST AID

- KEPS provides a staffed first aid room, covering recess and lunch breaks. Very few primary schools provide such a service as this to their students but School Council has recognised and supported the importance of this service for a number of years now. This service is funded by other voluntary contributions.

➤ SCHOOL GROUNDS AND BUILDINGS

This contribution provides resources to maintain and improve the physical surroundings of the school grounds and playground equipment. In 2024 our main projects using locally raised funds will be to:

- internally paint the senior school corridors and classrooms once rising damp works are completed.
- Upgrade pinboards in library and senior school corridor
- continue to redevelop some of the older garden areas, including some replanting and mulching;
- general repairs to synthi grass surface, top up sand pits and mulch surrounding playgrounds;
- Employment of two maintenance/gardening staff so as to complete ongoing maintenance and maintaining the school grounds. Due to ongoing and increasing maintenance requirements, the hours have been significantly increased in 2023 and will be maintained in 2024.
- Other DET based maintenance projects that are identified, prioritised and co-contributed to by DET

TOTAL OTHER CONTRIBUTION per student is \$250

TRUST DONATIONS - FULLY TAX DEDUCTIBLE

Voluntary donations to the KEPS Library Trust and KEPS Building Trust are most welcomed from any parents/carers or family members.

KEW EAST PRIMARY SCHOOL LIBRARY TRUST

- The Library Trust Fund is used for the maintenance of the Library and for the purchase of library books and resources.
- In 2024, furniture will be upgraded and is projected to cost approximately \$5 000 to complement the new shelving installed in 2023.
- Refurbishment where library space will be increased with the removal of a wall and borrowing desk.
- All donations to the library trust are tax deductible.

School Council recommends a donation of **\$100 or any other amount** per family with any extra amount being most welcome.

KEW EAST PRIMARY SCHOOL BUILDING TRUST

- This trust can only be used for new building works, and/or replacement and maintenance of buildings and grounds. This is about providing for the future and School Council has set up this trust to fund items that would not normally be funded by DET. For example, the co contribution for the Junior School Hall project of \$250 000 was paid for from School Council reserves and we will incur up to \$350 000 in cyclic replacement costs for the synthi turf when it reaches end of life. By receiving donations to this trust, we are ensuring such items can be funded as needed.
- All donations to the building trust are tax deductible.

- We also remain hopeful for future DET funded capital works, for new classrooms, office and staffroom. When and if this project is supported by DET, the school will need to co-contribute to ensure our OSHC building is also upgrade as this won't be covered by DET.

School Council recommends a donation of **\$100 or other amount per family** but any extra amount would be most welcome.

3. EXTRA-CURRICULAR ITEMS and ACTIVITIES

These items, activities or services are optional and are in addition to the standard curriculum. Extra Curriculum Items and Activities are offered on a user-pays basis where parents/carers may choose whether their child accesses or participates in. Examples of these activities include, camps, F-2 swimming, sport, excursions and band. These costs are issued either on a semester basis (Band) or termly basis (excursions/incursion/camps), separately to Curriculum Consumables and Other Contributions, with the expectation that payment is made by the due date to secure your child's involvement in the activity. **Please note these are projected costs only (except for band) and do not include Curriculum Contribution or Other Contributions. Extra curricula activities are not compulsory and therefore students do not attend if payment is not made by the due date.**

Proposed 2024 Term Payment Planners

YEAR LEVEL	TERM 1	TERM 2	TERM 3	TERM 4
FOUNDATION	Mathletics - \$15		In/Excursions - \$46	In/Excursions - \$38
	Headphones - \$22			Swimming - \$50
	Take Home Bags - \$10			
YEAR 1	Mathletics - \$15	In/Excursions - \$30	In/Excursions - \$60	In/Excursions - \$10
	In/Excursions - \$45			Swimming - \$50
YEAR 2	Mathletics - \$15	In/Excursions - \$30	In/Excursions - \$50	In/Excursions - \$40
	In/Excursions - \$45			Swimming - \$50
YEAR 3/4	Mathletics - \$15	In/Excursions - \$30		In/Excursions - \$30
	In/Excursions - \$35	Warratah Bay Camp Deposit - \$200	Final Camp Payment - \$200	
YEAR 5/6	Mathletics - \$15	In/Excursions - \$30	In/Excursions - \$110	Year 5 - ONLY
	In/Excursions - \$30			In/Excursions - \$30
	Canberra Camp final Payment \$380			2025 Year 6 Jumper -\$68 online to company
				Year 6 - ONLY
				Amazing Day Incursion/Graduation -\$150

2024 OPTIONAL BAND PROGRAM

This program is optional for families to choose to participate in and is only available for Year 3-6 students.

Band Fees	Semester 1	Semester 2
Concert Band Social Band (Years 4 – 6)	Band Program Fees - \$360 *Instrument Hire Fees - \$ 270 (Annual) Percussion Hire - \$182 (Annual)	Band Program Fees - \$360
Beginners (Year 3)	N/A	Band Program Fees - \$360 *Instrument Hire Fees - \$160 Percussion Hire - \$90

*Should parents choose to hire instead of buying an instrument of their own

**KEW EAST PRIMARY SCHOOL
CURRICULUM CONTRIBUTION, OTHER CONTRIBUTIONS & TRUSTS
PAYMENT SLIP 2024**

Payment may be made by cash, BPay or credit card by Friday 9 February 2024. Please return this form with your payment, or if paying by BPay, please return the form only noting date of payment.

The total contribution in 2024 is \$615 per student. This includes, \$365 Curriculum Contribution and \$250 Other Contributions. A family LIBRARY and BUILDING TRUST contribution is also encouraged with suggested amount of \$100 per family or other.

Student Names:..... Class:

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1	CURRICULUM CONTRIBUTION <small>(Previously known as Essential Education Items)</small>	\$365	x.....Students	Total	\$.....
2	OTHER CONTRIBUTIONS <small>(Previously known as Voluntary Contributions)</small>	\$250	x ... Students	Total	\$.....
3a	LIBRARY TRUST	\$100 or Other Amount per family			\$.....
3b	BUILDING TRUST	\$100 or Other Amount per family			\$.....
TOTAL DUE					\$.....

- Please find attached my credit card **total payment** of \$.....
- OR
- I paid by BPay on/...../..... \$
- OR
- I will pay by Cash directly to the office \$.....

CREDIT CARD PAYMENT AUTHORITY

Card Number:

Card Expiry Date/...../..... Visa Mastercard

Card Holder's Name:.....

Cardholder's Signature: Date

I authorise KEPS to process \$ being our total payment for 2024 **by 9 February 2024.**