

15-31 A'Beckett Road, Narre Warren North 3804 PO Box 129, Narre Warren North 3804

Phone: 9796 8261

Email: narre.warren.north.ps@education.vic.gov.au

October 2024

Dear Parent/Guardian,

Please find attached a copy of the Voluntary Financial Contributions for 2025.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. All contributions are voluntary. The ongoing support of our families ensures that our school can offer the best possible education and support for our students. We appreciate your ongoing support.

ITEM	Annual Amount per STUDENT	
CURRICULUM CONTRIBUTIONS – Items and activities that students use, or participate		
in, to access the Curriculum		
Classroom consumables, materials & equipment		
 Printing and photocopying of worksheets and learning materials 		
Language Experience Activities		
 Art Supplies – paint, crayons, canvas, glitter, coloured paper, cardboard 	\$115.00	
ICT equipment		
ONLINE SUBSCRIPTIONS		
 English & Maths - PAT – assessments 		
Compass – Online Parent Portal		
OTHER CONTRIBUTIONS – for non-curriculum items and activities		
Student learning programs	\$25.00	
Student wellbeing programs	, , , , , , , , , , , , , , , , , , , ,	
Sick Bay Supplies – First Aid materials		
TAX DEDUCTABLE DONATIONS		
Building fund	\$20.00	
Tax-deductible contribution to support renovations, upgrades, & maintenance	V20.00	
of school infrastructure	\$20.00	
Library fund	V20.00	
Tax-deductible contribution to support book and equipment purchases		
TOTAL CONTRIBUTION PER STUDENT	\$180.00	

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

Connie vanderVoort

Kate Bamford

Principal

School Council President

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

Narre Warren North 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 will be advised throughout the year.

Financial Support for Families

Narre Warren North 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)

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Lauren Carey (Business Manager) on 03 9796 8261

Payment methods

Payments for Curriculum Contributions, Other Contributions, and Tax Deductable Contributions are via Compass.

In Compass under the "Payment Centre", select Action Centre and then scroll down to the Contributions section. You will then be able to select the contributions and donations you would like to make, add the items to your cart and then proceed to the checkout to finalise payment.





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.

Educational items for students to own - Booklist

Attached to this letter is a list of items and instructions that the school recommends you purchase directly from PaperChase Office National for your child to individually own and use.



NARRE WARREN NORTH PRIMARY SCHOOL BOOKLIST

Office National

YEAR 1 2025

ONLINE ORDERING INSTRUCTIONS

PLEASE READ CAREFULLY as the process may have changed from previous years

DUE DATE: 8 DECEMBER 2024

Important Information

- Orders <u>must be placed by the due date</u> in order for your child to receive their pack for the first day of Term 1.
- Orders place after the due date will <u>not be delivered to the school until mid February</u> due to our extremely busy schedule in January. <u>NO EXCEPTIONS</u>. Please order early to avoid disappointment.
 We apologise if you are a new enrolment or missed the due date due to unavoidable circumstances, but the school is aware your pack won't be ready on the first day of school, so your child should not be disadvantaged.
- All packs will be delivered to the school and cannot be collected from Paperchase.
- <u>Complete packs only</u> can be ordered through Paperchase Booklist Website. We do not have a walk-in shop and individual items cannot be purchased. All orders must be placed online.

PROCESSING & HA	ANDLING CHARGES	
Orders placed after the due date will incur additional processing and handling charges as outlined below.		
ORDER DATE	PROCESSING/HANDLING FEE	
Up to 8 December		
8 December – 1 st February	\$8.50 per pack	

Online Booklist ordering will close on 1 FEBRUARY 2025.

Online Booklist Ordering Procedure

- 1. Go to https://booklist.paperchase.com.au
- 2. Enter this School Access Code: BTSNWNPS

Access code must be entered. Searching for school will not work

- Click 'Create Order'
- 4. Enter students first and last name, choose year level from the drop-down list and click 'Continue'.
- 5. Some items are sold as a pack only and/or are compulsory you will not be able to remove these items. Other optional items will need to be selected or can be customised using quantity etc.
- 6. Click 'Add Order to Cart'
- 7. You may then either Checkout or Add Another Student.

Please check your E-mail for order receipt. If you do not receive email confirmation, please contact Paperchase directly to confirm your order was placed correctly.

PLEASE NOTE: Payment must be made during the online ordering process, by **Visa or Mastercard** (credit card or debit card accepted). ZIP Pay also available*

* ZIP -Interest free, nothing to pay upfront, flexible repayments. You will need an active Zip account. Conditions apply: https://zip.co/create-an-account

If you elect not to purchase the booklist through Paperchase please ensure children come to school on the first day with the required materials.



NARRE WARREN NORTH PRIMARY SCHOOL BOOKLIST



YEAR 1 2025

DUE DATE - PLEASE SUBMIT ORDER ONLINE BY:

8-Dec-2024

ONLINE BOOKLIST ORDERING INSTRUCTIONS*

Ordering is fast, secure and convenient. Simply:

- 1. Go to http://booklist.paperchase.com.au
- 2. Enter this School Access code: BTSNWNPS
- 3. Click 'Create Order'
- 4. Enter student's name, select correct year level from the drop-down list and follow prompts to place your order
- *Booklist ordering only available during back-to-school season.

YEAR 1 2025 STATIONERY PACK - Sold as a Pack only - quantities cannot be altered

Code	Qty	Item Description		
4010197	1	OFFICE PADS A5 PLAIN BLANK BOND JOTTERS 100LF		
4000123	10	PICTOR PREMIUM WRITING BOOK 24MM DOTTED THIRDS 70GSM 64 PAGE 330 X 245MM TURTLE		
4010111	1	KLUWELL HOME READING JUNIOR LEVEL YELLOW LEVEL		
7002613	6	ARTLINE MARKER WHITEBOARD BULLET 500A BLK		
4410064	2	DOMS XL DUST FREE ERASERS WHITE LARGE		
4001601	2	PICTOR DELUXE BLUE HANDLE STUDENT SCISSORS 165MM		
7049118	10	FABER CASTELL PENCIL JUNIOR GRIP TRIANGULAR 2B		
7005772	4	BOSTIK GLUE STICK 35 grm		
4000949	2	PICTOR COLOURED MEGA MARKERS PACK 12		
6008094	2	DOMS C3 TRIANGULAR COLOURED PENCIL ASSORTED PACK 12		
4001373	2	PICTOR 2 HOLE METAL SHARPENER		
7101719	1	MOKI LITE HEADPHONES WITH VOLUME CONTROL BLACK		
7049367	2	RULER WOODEN 300MM		
4001359	2	PICTOR PREMIUM TWISTABLE CRAYONS PACK 12		
4000154	3	PICTOR PREMIUM GRAPH BOOK 10MM 70GSM 48 PAGE A4 SUN		
4677491	4	STAEDTLER PENCIL CORRECTION RED		
4010156	1	TARGETING HANDWRITING VIC YEAR 1 STUDENT BOOK		
4260905	2	PREMIUM COPY PAPER A4 80GSM WHITE Supplied in Bulk		
4231054	2	CAPRICE FACIAL TISSUE ULTRASOFT 2 PLY 100 SHEET Supplied in Bulk		
4010002	1	PACKAGING: BTS BOX		
		DISCOUNTED PACK PRICE \$124.11		

ORDER DATE	Processing & Handling Charges	
Up to 8rd December		
8 rd December-1 st February	+\$8.50 per pack	

Online Booklist ordering will close on 1 FEBRUARY 2025.

You will not be able to order through our dedicated Booklist Website after this date.

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW



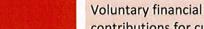
FREE INSTRUCTION

- 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

Curriculum Contributions

Schools can request contributions from parents under three categories:



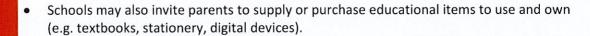
contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

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.





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.