

Monday 11<sup>th</sup> December 2023

Dear Parents/Guardians,

Marnebek School is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions for 2024.

Please see below the summary details for these financial contributions:

- All curriculum contributions are voluntary
- These curriculum contributions assist in providing essential learning items such as:
  - Stationery
  - Specialist (eg: Art/Music/PE) supplies
  - IT Devices
  - Communication support (eg: AAC)
- **Total Parent Voluntary (Tax Deductible) Contribution requested is \$150.00. This can be paid via Compass and in instalment plans if applicable.**

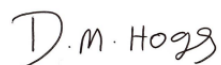
Further detailed information that is required by the Department of Education can be found on the next pages.

If you have any queries or concerns, please contact Jodie Chapman - Business Leader via the school office (5996 3858) and she will be able to assist you.

Yours sincerely,



**Jennifer Hamilton**  
Principal



**Donna Hogg**  
School Council President

**New Holland Drive Campus**, 9 New Holland Drive, Cranbourne East, VIC 3977

**Corrigans Road Campus**, 9 Corrigans Road, Cranbourne East, VIC 3977

Telephone: (03) 5996 3858

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## **2024 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE**

### **Detailed Information**

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's 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 enabled us to provide a wide range of subject and curriculum experiences for your children across all year levels. Other benefits include the continual replenishment of our IT devices so as provide all children with high calibre computers and up to date educational software.

We hope that you are able to pay as much of the voluntary contributions as possible and there are number of ways in which we can support you in doing this. Further details regarding payment and support are listed below.

Please find below Marnebek School's voluntary financial contributions schedule for 2024, which includes an overview of what your contributions will contribute towards. Also be advised that Marnebek School is endorsed as a Deductible Gift Recipient under the Income Tax Assessment Act 1997 (Cth) with the result that any donations (voluntary contributions) made by you will be tax deductible. However, Extra Curricular Contributions (excursions, camps etc) are not considered to be tax deductible.

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

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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount	
<b>Tax deductible contributions</b>		
<p>These contributions directly support a number of important curriculum areas and programs that we offer including</p> <ul style="list-style-type: none"> <li>• student stationery supplies</li> <li>• class sets for numeracy resources (MAB, Playing Cards, Trundle wheels, counters, protractors etc.)</li> <li>• literacy resources (Guided reading books, take home readers, dictionaries etc.)</li> <li>• the maintenance and repair of musical instruments</li> <li>• replacement of sporting equipment</li> <li>• purchasing of inquiry and science resources</li> <li>• purchasing of art supplies and resources</li> <li>• sensory items</li> <li>• printing and photocopying of worksheets and learning materials to learn in class and at home</li> <li>• communication devices</li> </ul>	\$120	
<p>Online Subscriptions – All</p> <ul style="list-style-type: none"> <li>• Essential Assessment</li> <li>• Boardmaker</li> <li>• Reading Eggs</li> <li>• Wushka</li> <li>• Sunshine Online</li> <li>• Mathletics</li> <li>• Mosyle</li> <li>• Compass Student Management System</li> </ul>		
<p>Information and Communications Technology</p> <ul style="list-style-type: none"> <li>• software and equipment needed to sustain and enhance our ICT program.</li> </ul>		
<b>Other Contributions - for non-curriculum items and activities</b>		<b>Amount</b>
<b>Tax deductible contributions</b>		
School Sports Victoria membership to participate on inter-school sports	\$30	
Student Wellbeing Programs		
<p>First aid</p> <p>The school provides first aid consumables to treat students and to meet student health needs when at school, on excursion and camp.</p>		
School grounds maintenance and improvements to keep the school looking its best		

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### Extra-Curricular Items and Activities

Marnebek 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.

No payment is required for these items or activities at this time – permission forms and payment requests will be sent out to families throughout 2024.

Extra-Curricular Items and Activities
<i>Optional Whole School Photos</i>
<i>Optional School camp – Year 6/7; 8/9; 10/11; 12</i>
<i>Optional Interschool Sports program</i>
<i>Optional District Sporting Events</i>
<i>Other optional excursions/incursions to be scheduled</i>
<i>Optional Grade 6 T-Shirts</i>
<i>Optional Year 12 Jacket</i>

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)
- Centrepay
- State Schools Relief (SSR)

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, **contact Jodie Chapman (Business Leader) on 5996 3858 or [jodie.chapman3@education.vic.gov.au](mailto:jodie.chapman3@education.vic.gov.au)**

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## Total

Category	
Tax deductible - Curriculum Contributions	\$120
Tax deductible - Other Contributions	\$30
Extra-Curricular Items and Activities	\$ TBA
<b>TOTAL PARENT VOLUNTARY (TAX DEDUCTIBLE) CONTRIBUTION REQUESTED</b>	<b>\$150</b>

## Payment methods

- Compass Pay (preferred)
- BPay
- Direct Debit
- EFTPOS

## 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.

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# 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

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.

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