



Dear parent/guardian,

Dorset Primary School is looking forward to another great year of teaching and learning and would like to advise you of Dorset Primary School's voluntary financial contributions for 2023.

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.

With contribution and support it allows us to continue to maintain and develop our school gardens and play areas, with the installation of new play equipment and spaces around the school. The school has been able to continue offering a wide range of extra-curricular curriculum activities including the Stephanie Alexander Kitchen and Garden program.

Please find attached Dorset Primary School's voluntary financial contributions schedule for 2023, which includes an overview of what your contributions will contribute towards.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, Parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of recommended contributions for your child/ren.

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

Yours sincerely,

Palma Coppia
Principal

Afarin Allen
School Council President



2023 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE

	Amount
Year F-6 Classroom consumables, materials & equipment <ul style="list-style-type: none"> Classroom Materials (\$45) Art – paint, crayons, canvas, glitter, coloured paper (\$10) Science – materials (\$20) Mathematics – numeracy blocks and materials, calculators, stationery (\$20) English – book boxes, class sets, novels, readers, stationery (\$20) Sports – equipment, ribbons, trophies (\$10) 	\$125
Year F-6 Online Subscriptions <ul style="list-style-type: none"> Mathseeds (Year F-1), Matific (Year 2-4), Mathletics (Year 5-6) - (\$10) Reading Eggs (\$10) Soundwaves (\$10) 	\$30
Year F-6 ICT Devices – provision of devices from the shared classroom sets	\$20
Year F-6 Printing and photocopying of worksheets and learning materials	\$40
Year F- 6 Whole school events <ul style="list-style-type: none"> Foundation to Year 2 Cooking - \$15 per term Year 3-6 SAKG Gardening and Cooking - \$15 per term 	\$60
Total Amount	\$275
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs – Clubs, Support Programs, Student Counsellor (individual sessions, lunchtime clubs and group work)	\$15
First aid equipment	\$10
School grounds maintenance and improvements	\$30
Total Amount	\$55

Item	Item Amount	Number of students in your family	Annual Amount per FAMILY
Curriculum Contributions	\$275		\$
Other Contributions	\$55		\$
TOTAL FAMILY CONTRIBUTION			\$



Curriculum Contributions

Items and activities that students use, or participate in, to access the Curriculum, including:

- Computer applications where our students have their own individual password – At Dorset Primary School we use Mathseeds, Matific, Mathletics, Reading Eggs and Soundwaves.
- Everyday items that your child will use in the classroom to learn the essential curriculum such as art supplies, science experiment equipment, cooking ingredients, technology materials.

Other Contributions

Non-Curriculum items and activities to support the daily operation and objectives of Dorset Primary School.

Extra-Curricular (OPTIONAL) Items and Activities

Dorset Primary 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. Details of these items and activities will be provided to students and families throughout the year.

Extra-Curricular Items and Activities	Amount
<i>Grade 6 Special Uniform – Grade 6 Jacket</i>	TBA
<i>Optional Interschool Sports program, athletics & cross country</i>	TBA
<i>Other optional incursions & excursions to be scheduled</i>	TBA

Educational items for students to own

Dorset Primary School will be purchasing the book packs for parents to come and collect from the office in January so you can label if you wish to do so.



Financial Support for Families

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

- **State Schools' Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate**
<https://www.education.vic.gov.au/about/programs/Pages/stateschoolsrelief.aspx>
- **Camps, Sports and Excursions Fund provides payments for eligible students to attend camps, sports and excursions**
<https://www.education.vic.gov.au/about/programs/Pages/csef.aspx>

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact Cynthia Hellenen or Palma Coppa on 03 9725 5038, or email dorset.ps@education.vic.gov.au.

To ensure families are eligible for any extra funding support, it is highly recommended to access/research the above links.

Payment methods

Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Dorset Primary School.

Payments can be made by BPay (Please contact the office if you don't know your number) or by Direct Deposit into Dorset Primary School's bank account:

BSB: 063124

ACCOUNT NUMBER: 10123604

Please ensure you use your child's name and description of what you are paying for as a reference and send an email to dorset.ps@education.vic.gov.au to advise.

Alternatively, cash, EFT and cheque payments can be made directly at Dorset Primary School Office.

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.



BOOK COLLECTION DAY

27TH JANUARY 2023

Parents from Foundation to Year 6
can come and collect the book pack
for their child/children on this day.

**The office will be open from
8.30am to 3.30pm.**

CAMPS, SPORTS AND EXCURSIONS FUND (CSEF) APPLICATION FORM

School Name

School REF ID

Parent/carer details

Surname

First name

Address

Town/suburb State Postcode

Contact number

Centrelink pensioner concession **OR** Health care card number (CRN)

- - - **OR**

☐ Foster parent under a temporary care order* **OR** ☐ Veterans affairs pensioner (Gold Card)**

*Foster Parents must provide a copy of the temporary care order letter from the Department of Families, Fairness and Housing (DFFH).

**Applicants must provide a copy of the Veteran Affairs Gold card

Is this an application for special consideration (no CRN needed)? Yes ☐ No ☐

Student details

Student's surname	Student's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

I authorise the Department of Education and Training (DET) to use Centrelink Confirmation eServices to perform an enquiry of my Centrelink customer details and concession card status in order to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Australian Government Department of Families, Fairness and Housing (DFFH) to provide the results of that enquiry to DET.

I understand that:

- DFFH will use information I have provided to DET to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DET personal information including my name, address, payment and concession card type and status.
- this consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DFFH and provide it to DET so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- If I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DET.
- Information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to the DFFH and/or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You are able to request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant Date / /

CSEF ELIGIBILITY

Below are the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

Criteria 1 – General eligibility

To be eligible for the fund, a parent or carer of a student attending a registered Government or non-government Victorian primary or secondary school must:

- on the first day of Term one
 - on the first day of Term two
- a) be a holder of one or more of the eligible financially-means tested cards **OR** be a temporary foster parent, and;
- b) submit an application to the school by the due date.

For the list of eligible financially-means tested cards refer to the CSEF Policy:

<https://www2.education.vic.gov.au/pal/camps-sports-and-excursions-fund/policy>

Parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with the above.

Criteria 2 - Be of school age and attend school in Victoria

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered primary or secondary school. CSEF is not payable to students attending pre-school, kindergarten, home schooled, or TAFE.

Special Consideration

A special consideration category exists for

- Families on a bridging visa, temporary protection visa, in community detention or are asylum seeker families
- Students in temporary out of home care arrangements, including statutory kinship care

For more information, see <https://www2.education.vic.gov.au/pal/camps-sports-and-excursions-fund/guidance/eligibility>

Eligibility Date

For concession card holders CSEF eligibility will be subject to the parent/carer concession card being validated successfully with Centrelink on the first day of either term one (30 January 2023) or term two (24 April 2023).

PAYMENT AMOUNTS

CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: \$125 per year.
- Secondary school student rate: \$225 per year.

The CSEF is paid directly to your child's school and will be allocated by the school towards camps, sports and/or excursion costs for your child.

For ungraded students, the rate payable is determined by the student's date of birth. For more information, see:

www.education.vic.gov.au/about/programs/Pages/csef.aspx

Year 7 government school students who are CSEF recipients are also eligible for a uniform voucher. Secondary schools are required to make applications on behalf of parents/carers so please register your interest at the school.

HOW TO COMPLETE THE APPLICATION FORM

NOTE: ALL SECTIONS MUST BE COMPLETED BY PARENT/LEGAL GUARDIAN

1. Complete the PARENT/CARER DETAILS section.

Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. You will also need to provide your concession card to the school.

If you are claiming as a temporary Foster Parent or a Veteran Affairs Pensioner, you will need to provide a copy of documentation confirming your status as a temporary Foster Parent or provide your Veterans Affairs Pensioner Gold card to the school.

If you are seeking special consideration, mark this in the form and provide a copy of the relevant documentation.

2. Complete the STUDENT/S DETAILS section for students at this school.

3. Sign and date the form and return it to the school office as soon as possible. The CSEF program for 2023 closes on the 23 June 2023.