



VISION
INTEGRITY
PRIDE

KEILOR VIEWS
Primary School
5539

Swindon Crescent
Keilor Downs 3038

P: 9367 7466
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Dear Parents/Guardians,

The school is committed to creating a positive, connected school community and implementing good practices form part of this commitment, while aiming to provide the best educational opportunities and outcomes for students both inside and outside the classroom.

To assist this practice the Department of Education and Training provides free instruction in the standard curriculum program to all students in government schools. Free instruction is the teaching staff, administration and the provision of facilities in connection with the instruction of the standard curriculum program, including reasonable adjustments for students with disabilities.

However, the school can ask parents for payments for items, activities and services under three categories, (a) essential student learning items, (b) optional items or (c) voluntary financial contributions.

(a) Essential Student Learning Items

These are items, activities or services that the school deems essential to student learning in the standard curriculum.

- Items that the student takes temporary or permanent possession of such as textbooks, student stationery, book bags, etc.
- Materials for learning and technology where the student consumes or takes possession of the finished articles (e.g. technology projects, workbooks, etc.).
- Activities associated with instruction that all students are expected to attend, such as costs associated with excursions, incursions, school sports, travel, entry fees, etc.

(b) Optional Items

These are items or services that are **optional** and are offered in addition to the standard curriculum. Students may access these on a user pays basis. These items include:

- Activities the student purchases (e.g. fees for extra-curricular programs or activities offered in addition to the standard curriculum such as instrumental music tuition; fees for guest speakers; optional camps and excursions; entry fees to school-based performances, productions and events).
- Items the student purchases or hires (e.g. school magazines; class photos; formals/graduation functions; materials for extracurricular activities; etc.).
- Items and materials that are more expensive than required to meet the standard curriculum.

(c) Voluntary Financial Contributions.

Keilor Views Primary School ceased inviting Voluntary Contributions in 2014.

With regard to parent payments, this includes consideration of how parent payments are set, clearly communicating how decisions are made and recognising that some families experiencing hardship may need additional consideration and support.

In setting parent payments based on the school curriculum, the principal and school council is responsible for approving parent payments and will determine how items, activities and services are classified within these categories based on the learning and teaching program of their school.

The School Council is very mindful of the financial commitment for families in today's environment, but will always ensure that school fees and costs are set at realistic levels to safeguard for the continual rising costs of transport, excursions, incursions, activities, etc.

The School Council has met and set the Parent Payment Structure for 2021.



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2021 PARENT PAYMENT STRUCTURE

These fees have not increased in 2021.

1. Student / Class Supplies

Student and class supplies are provided as follows:

Student Supplies \$80

Each student receives their own individual pack of textbooks, exercise books, stationery/consumables for their own use.

Class Supplies \$80

The student's contribution towards computer printing, photocopying costs incl. paper, class sets, materials and services, art supplies etc.

Total Cost \$160

If parents prefer, they may consult with the school and purchase equivalent materials for their child's requisites from other sources. This will ensure that these materials are consistent with the school's requirement. **The \$80 Class Supplies fee will still apply in this case.**

Student supplies will be available for purchase from the school office from Monday 16 November 2020 (pending current lockdown restrictions)

2. Student Activity Levy

As a result of COVID related events in 2020, and the uncertain nature of future events, the school will not be offering a levy in 2021. All going well we can return to this model in 2022, as an upfront one off payment is the most convenient model for most families.

In 2021, all excursions and incursions will be on a pay as you go basis.

Any unspent funds from the 2020 Student Activity Levy will be credited to your family account, and can be used to pay for future excursions / incursions.

Jamie Patten
Business Manager



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FINANCIAL ASSISTANCE

The school has a commitment and responsibility to be responsive to parents who may be experiencing either short term or long-term hardship and are unable to make the requested payments. This includes offering options which support and assist those parents.

Consideration of hardship arrangements and concessions are provided to families experiencing long-term financial hardship or short-term crisis on a confidential, case-by-case basis. Consideration will be given to the impact on the student and any determination must ensure that outcomes for the student are kept at the forefront of decision-making. This approach provides for an individualised, family-centered and student outcomes focus that necessarily requires thoughtful consideration of each situation.

If any parents are experiencing financial difficulty and may not be able to meet the full or part payments requested by the required date, they should contact the school **no later than Friday 27 November 2020** to discuss their current financial arrangements.

The following are some examples of some other assistance available:

Government Assistance Programs

- The [Camps, Sports and Excursions Fund](#) provides payments for eligible students to attend camps, sports and excursions. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply and a Special Consideration eligibility category exists.
- [State Schools' Relief](#) may cover the cost of new school uniforms, shoes, books and more for disadvantaged students. State Schools' Relief only responds to requests from school principals, assistant principals or welfare coordinators. Parents or Carers who are struggling need to make an appointment with the school to discuss their situation.

Information Services

- [Crisis Referral Information System \(CRIS\) Online Directory](#) provides a broad range of information for people seeking welfare assistance, advice and general referral and support. The online directory contains comprehensive information on services and organisations such as those providing support in respect to accommodation, domestic violence, drug & alcohol treatment, health, material aid and mental health.
- [Community Information and Support Victoria \(CISVic\)](#) is the peak body representing local community information and support services. Its member agencies assist people experiencing personal and financial difficulties by providing information, referral and support services including emergency relief.
- [Saver Plus](#) is an initiative of Brotherhood of St Laurence and ANZ, delivered locally by community organisations in 22 locations in Victoria. Saver Plus assists individuals and families on lower incomes to have every dollar up to \$500 saved over a 10-month period matched by ANZ to go towards education-related costs.
- [Good Shepherd Microfinance](#) provides affordable financial programs for people on low or limited incomes that may assist families to afford educational costs and other expenses. The [No Interest Loan Scheme \(NILS\)](#) provides access to fair and safe credit (up to \$1,200) for the purchase of essential goods and services delivered through a network of local community organisations in 650 locations across Australia, including through Financial Counselling Victoria and Travellers Aid.