



GLENALLEN SCHOOL

No: 4968

7 ALLEN STREET, GLEN WAVERLEY, 3150.

e-mail: glenallen.sch@education.vic.gov.au

<http://www.glenallen-sch.vic.edu.au>

PHONE: 03 9561 1966

2022 School Year

Dear Parent/Guardian,

Glenallen School is looking forward to another great year of teaching and learning and would like to advise you of Glenallen School's voluntary financial contributions for 2022.

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 allowed us to have :

- Mother's Day and Father's Day Stalls
- Easter Raffle
- Working Bees
- Supporting Student Representative Council (SRC)
- Bus transport
- Technology equipment

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

Yours sincerely

Michael Cole
Principal

Kate Wheller
School Council President



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Section 1 Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Classroom consumables, materials & equipment</i></p> <ul style="list-style-type: none"> • Art – craft paper, display books, glitter, paint, glue, laminated items etc. (\$30) • General class supplies – exercise books, scrapbooks, pencils, alternate pencils, rulers, rubbers, printed work books, sunscreen, printing and photocopying of worksheets and learning materials & laminating sheets etc. (\$30) • Cooking program food ingredients - flour, eggs, fruit, vegetables etc (\$10) • Sports – ribbons, balloons etc (\$5) • Sensory program materials (\$10) 	\$85
<p><i>Online Subscriptions – only if your child is participating :</i></p> <ul style="list-style-type: none"> • Athletics (\$19) • Help Kids Learn (\$1.80) • Storybox Library (\$2.20) • Hartley Knows How (\$2.00) • Readi Writer (\$13) 	\$38
<p><i>Communication tools – eg maintenance of PODD books, displays and; ICT Devices - provision of devices from the shared classroom sets</i></p>	\$100
<p><i>Student Diary</i></p>	\$14
<p><i>Whole school events</i></p> <ul style="list-style-type: none"> • End of year celebrations 	TBA
Section 2 Other Contributions - for non-curriculum items and activities	Amount
<p><i>School Sports membership</i></p>	\$2
<p><i>First aid and hygiene equipment eg wipes, gloves, PPE</i></p>	\$11
<p><i>School grounds maintenance and improvements</i></p>	\$25
<p>Total Amount</p>	\$



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Extra-Curricular Items and Activities

Glenallen 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.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school by Friday 12th March 2022.

Section 3 Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
School magazine/ yearbook	\$25	
Optional camps and excursions to be scheduled	TBA	
Total Extra-curricular Items and Activities		\$

Categories	Total
Section 1 Curriculum Contributions	\$
Section 2 Other Contributions	\$
Section 3 Extra-Curricular Items and Activities	\$
TOTAL	\$

Payment methods

QKR, Cash, Cheque, direct deposit

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State School's Relief for uniform

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Debbie Payne, Business Manager

Ph: 03 9561 1966 | Email: Glenallen.sch@education.vic.gov.au attention: Debbie Payne, Business Manager



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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.