



8th November 2025

Dear Parents and Carers,

Lara Lake Primary School is looking forward to another great year of teaching and learning and would like to advise you of Lara Lake Primary School's voluntary financial contributions for 2025.

Schools provide students with free instruction to fulfil the standard curriculum requirements, and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support enables us to provide a wide range of programs and enhance our resources and activities that are not otherwise provided for through the Department's Student Resource Package.

This year we have included student resource books for Mathematics and Spelling. These books will support the roll-out of high quality, evidence based-practice in every classroom. Without the financial support of families, we simply could not provide students with this level of consistent, high-quality instruction from P-6.

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

With your support and contribution, together we can enhance the overall school experience for all children who attend Lara Lake Primary School.

Regards,

Zane Moylan
Principal

Stephanie Brebner
School Council President



Lara Lake Primary School Parent Payment Arrangements for 2025

Curriculum Contributions - Items and activities that students use, or participate in, to access the Curriculum.	Amount
Stationery supplies – detailed list for each year level is available from the office <ul style="list-style-type: none"> • Prep • Years 1 – 4 • Years 5 - 6 	\$75 \$60 \$50
Shared classroom consumables, materials & equipment <ul style="list-style-type: none"> • Art – paint, clay, crayon, charcoal, pastel, canvas, coloured paper and card, glue, wool, material, wood, beading etc. • STEM – ingredients, sphero minis, construction equipment, shared materials • Mathematics – numeracy blocks, measuring equipment, calculators, texts, maths kits • English – class sets, novels, decodable readers • Sports – equipment, ribbons, materials • Music – instruments, books, pens, markers and sheet paper • Library – books and subscriptions 	\$40
PR1ME Maths & Spelling Mastery – Student Resource Books <i>PR1ME Mathematics is a proven world-class program based on effective teaching and learning practices of Singapore – which is consistently the top performer in international studies. PR1ME is a program, supported by student resource books, which systematically maps out the teaching and learning program in maths from P-6. PR1ME is supported by daily explicit direct instruction in the classroom.</i> Spelling Mastery provides structured lessons to effectively, efficiently, and explicitly teach the spelling skills students need to become proficient readers and writers. Spelling Mastery is also supported by a student resource book. <ul style="list-style-type: none"> • 2 PR1ME Maths student resource books (Semester 1 &2) • 1 Spelling Mastery student resource book 	\$50
Online Subscriptions – 12-month subscription to software provided under license and is available for use by each student <ul style="list-style-type: none"> • JAMF PRO (\$5.00) • PR1ME Digital (\$7.00) • Decodable Readers (\$3.00) 	\$15
ICT devices – provision of devices from the shared classroom sets	\$50
Printing and photocopying of worksheets and learning materials	\$10
Whole school events <ul style="list-style-type: none"> • Life Education (Prep – Year 4) • Preparation for Puberty (Years 5 & 6) 	\$10 \$20
Total Curriculum Contributions – Prep	\$250
Total Curriculum Contributions – Years 1 - 6	\$235
Other Contributions - for non-curriculum items and activities	Amount
Communication - the provision of communication tools including Compass, school website	\$20
First Aid Equipment	\$15
Student Wellbeing Program	\$20
School Grounds - maintenance and improvements	\$20
Total Other Contributions	\$75
Total Contributions – Prep	\$325
Total Contributions – Years 1 - 6	\$310

Donation Option

Pay It Forward Fund	Amount
In 2025 families can contribute to the Pay It Forward Fund to assist other LLPS families experiencing financial hardship to help with the costs of camps, excursions, activities, and uniforms. Disbursement of these funds will be assessed through leadership and the wellbeing team.	Families to nominate amount

Extra-Curricular Items and Activities

Lara Lake 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 to deliver the Curriculum. These are provided on a user-pays basis. Families will be informed of excursions, camps and other activities via Compass throughout the year.

Extra-Curricular Items and Activities	Amount
Excursions/incursions/activities scheduled at each year level <i>Communicated to parents during the school year via Compass</i>	<i>Avg \$80 - \$140 per student</i>
Grades 1 to 4 Swimming Program (Term 4)	TBA
Grade 4 Camp <i>Held at Camp Wilkin in Anglesea VIC, Wednesday 15th to Friday 17th October</i>	<i>Estimated \$360 - \$400</i>
Grade 6 Camp <i>Held at Camp Kangarooie - Princetown VIC, Monday 31st March to Wednesday 2nd April</i>	<i>Estimated \$360 - \$400</i>
Interschool Sports program – Year 6	TBA




Financial Support for Families

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

- *Camps, Sports and Excursions Funding (CSEF)*
- *State Schools Relief Fund*
- *Local community supports*
- *CentrePay payment plan*
- *Payment Plans for Extra-curricular Items and Activities*
- *Second-hand uniform items through our school office*
- *Pay It Forward Fund*

For a confidential discussion about accessing these services, or if you would like to discuss alternative arrangements, please contact Dianne Slater, Business Manager via Phone: 03 5282 1261 or email: lara.lake.ps@education.vic.gov.au

Payment Methods

Payment Option	How to set this up...
 Compass	Make payments using a credit card, allows you to have an individual child's payment record within the app. Individual login access required. Contact the office for details.
Cash, Cheque, EFTPOS	Payments can be made at our School Office in person or over the phone.
Camps Sports and Excursions Fund (CSEF)	Applications can be made at the School Office until June for this yearly fund. Forms are available from the office.
Pay It Forward Fund	Students are assessed on a case-by-case basis. Contact student wellbeing for further information.
BPay 	Contact the school office for the Biller Code and your unique family reference number.
CentrePay 	You can apply for CentrePay deductions online at http://www.humanservices.gov.au/customer/services/centrelink/centrepay .

Refunds

Extra-Curricular Items and Activities:

Students withdrawing from camps and excursions, optional item activities will not automatically be entitled to a refund.

- Full refund/credit on family account will be applicable where NO COST is incurred by the school.
- Camps:
 - Full refund/credit on family account will be applicable where NO COST is incurred by the school.
 - Where a cost is incurred by the school, a medical certificate is required for the period of the activity before a refund is considered. The refund will be the amount paid less any expenses incurred by the school because of the withdrawal.

Other Contributions:

Other contributions are refundable when paid in the preceding year and the student does not commence the school year.

PARENT PAYMENTS POLICY

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.