



ESSENTIAL ITEMS – the materials your child needs for school

	PER STUDENT \$205
<p>Books and Stationery All books and stationery required for learning are covered in this fee –</p> <ul style="list-style-type: none"> ● Student Stationery Pack ● Reading Satchel (Prep) ● Shared Classroom Materials ● Pencil Case (Grade 3) <p>As these items are purchased in bulk, the best prices are able to be found for necessary items. This includes but not limited to pencils, pens, highlighters, student exercise books, glue sticks, rulers, scissors, erasers, sharpeners that will be kept at the school and used as needed.</p>	\$60
<p>Classroom Basics This covers all resources as part of our curriculum program.</p> <ul style="list-style-type: none"> ● All licences required for education programs and licences. i.e. Athletics, iPad apps etc. ● Costs for all curriculum supplies including ICT management, photocopying costs, art supplies, LOTE and science consumables etc. 	\$145

OPTIONAL ITEMS – that you can choose whether your child participates in or accesses

	PER FAMILY Various
<p>May be offered on a user-pays basis and parents and guardians may choose whether their child accesses or participates (e.g. Camps, Sports Events, Excursions extra-curricular programs or activities such as school based fundraising, performances, productions or events)</p>	

VOLUNTARY FINANCIAL CONTRIBUTIONS - at parents discretion, to value-add to your child's schooling

	SUGGESTED PER FAMILY \$80
<p>Parents and guardians are invited to make contributions to support the ongoing effective running and development of the school in the following areas:</p> <p>FIRST AID OFFICER To provide the utmost care for students, your contribution enables the school to employ a First Aid Officer who is trained and qualified to manage student health and wellbeing in the Sick Bay. This provides a single point of contact for the students which not only provides familiarity and care, it enables improved communication with families through consistent health records.</p> <p>GARDENER Rather than having to rely on parents volunteering their time, we employ a regular gardener who attends to the ongoing maintenance of our grounds and gardens. This ensures that students can have the most enjoyment whilst playing outside in a safe environment. It also ensures that our school is always neat, tidy and safe.</p>	




2020 PAYMENT OPTIONS

Payments can be made anytime from now until the due dates listed below:

- **Payment in Full due: Thursday, 30th January 2020**
- **By Instalments:**
 - **Term 1 50% Thursday, 30th January 2020**
 - **Term 2 25% Tuesday, 14th April 2020**
 - **Term 3 25% Monday, 13th July 2020**
- **Payment Plan – contact the Business Manager Ebony Anderson.**

We offer the following payment options:



Payment Option	Explanation	How to set this up...
CompassPay 	Compass software as a 'one stop' communication system. Our aim is to streamline communication to and from school. Accessed via web browser or the free app this enables paperless consent and payment for school-based activities to save parents time.	Make payments using a credit card, allows you to have an individual child's payment record within the app. Individual login access required. App is available for iPhones, Smartphones and Androids from the app store. Web address for Compass https://laralake-vic.compass.education/login
BPay 	Payment made directly to the school by using your Bpay Biller Code and Reference Number. This can be done as a once off or regularly.	Your BPay Biller Code and Reference Number is on your statement.
Centrepay 	Centrelink will take payments out of your fortnightly benefit and give it to the school. This can be done as a once off or regularly.	You can apply for Centrepay deductions: <ul style="list-style-type: none"> online at http://www.humanservices.gov.au/customer/services/centrelink/centrepay
Cash, cheque, EFTPOS or credit card	Cash or cheques directly to the office or in an envelope to the class teacher. EFTPOS machine at the office.	Phone the office to pay over the phone using your credit card. Payments can be made at the School Office.

Questions and Answers

What if I cannot afford to pay my fees on January 30th?

The school understands everyone's financial situation is different. Our Business Manager, Ebony Anderson, is very approachable and is more than willing to listen to any issues you may have. She may negotiate a payment plan over a longer period. Rest assured, we want everyone to support the school with payments because all students will benefit – but we are also very sympathetic to people's circumstances and we will work with you on a plan.

Are excursions, camps and special events included in the Essential or Optional Fees?

No, these are separate and user-pays. When the event comes up, you will receive a note asking you to pay separately as the year goes on. Projected costs of all additional items will be sent home (Note: these are open to some change as the year progresses).

Remember that if you are eligible you can apply for the Camps, Sports and Excursion Fund (CSEF) through the school which will entitle you to \$125 per child. This money can be used for these specific events.

Should you have any further questions, please do not hesitate to contact the School Office. We are here to help!



Steve Durkin
Principal



Charlene Eaton
School Council President