

Dear parents & carers,



Portland Primary School is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the standard Victorian Curriculum requirements, 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 offer a wide and rich range of opportunities for our students from Prep through to Grade 6. Parent contributions allow us to ensure we have the most up to date resources for our students, an extensive range of texts and resources, as well as offer many extra-curricular opportunities.

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

Yours sincerely,

Rai Cullen – Acting Principal

Nicole Taylor – School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials & equipment</i> • Art – paint, crayons, canvas, glitter, coloured paper (\$15) • Science equipment (\$10) • Mathematics – numeracy materials (\$10) • English – literacy materials, scrapbooks, pens/pencils, etc (\$35) • Sports – equipment (\$10) • Student Wellbeing resources (\$20)	\$100
<i>Online subscriptions</i> • Zulu iPad Management System (\$10) • Class Dojo (\$10)	\$20
<i>ICT devices – provision of devices from the shared classroom sets & apps</i>	\$30
<i>Printing and photocopying of worksheets and learning materials</i>	\$30
Other Contributions - for non-curriculum items and activities	Amount
<i>Student wellbeing programs</i>	\$20
<i>First aid equipment</i>	\$20
<i>School grounds maintenance and improvements</i>	\$20
<i>Excursion levy (\$5 per term)</i>	\$20
Total Other Contributions	\$260

Extra-Curricular Items and Activities – provided on a user-pays basis

Portland Primary School offers a range of optional 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-pay basis.

Please see the list of extra-curricular items and activities below. Any prices TBC will be advised throughout the year, closer to the relevant date.

Extra-Curricular Items and Activities	Amount
<i>Optional Swimming</i>	TBC
<i>Optional Grade 2 Sleepover</i>	TBC
<i>Optional Grade 3/4 School Camp</i>	TBC
<i>Optional Grade 5/6 Camp</i>	TBC
Total Extra-Curricular Items and Activities	TBC

Financial Support for Families

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

- The Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities

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

Wendy Looker or Rai Cullen

Ph: 03 4505 3333 | Email: portland.ps@education.vic.gov.au

Payment methods

Direct Deposit – BSB: 063 536 – Account Number: 1006 1234

EFTPOS – available at the 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 Payments 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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.