

Dear parent/guardian,

Diamond Valley SDS is looking forward to another great year of teaching and learning and would like to advise you of Diamond Valley SDS's voluntary financial contributions for 2024.

You may be aware that schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. 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 is through fundraising or volunteering your time. This makes a big difference to our school and the programs we can offer.

Within our school this support has allowed us to organise and coordinate the best possible programs for our students. These financial contributions assist us with:

- \*The purchasing of art, music and physical education equipment and resources, which in turn, supports them to be exemplary programs that coincide with our classroom teaching. Some of the other programs which we can offer because of your contributions include bicycle education, cooking, music sessions, swimming, horse riding and community access.

- \* Allows us to have online subscriptions to resources that supports learning in the classroom.

- \* We are also able to subsidise student celebration days such as Footy Day, Blossom Day and end of term group celebrations.

- \* Upgrade and purchase of additional IT devices and technology for the classrooms.

All of these programs running alongside the traditional classroom teaching and learning programs are imperative to provide an effectively balanced education for your children.

In 2024, parents/carers of our students are asked to contribute \$240 per child for the year towards curriculum contributions items. Among other things these include all stationary used in the classroom, materials for cooking and sensory programs, printing, and photocopying.

Parents/carers are asked to pay for extra-curricular items and activities such as horse-riding and when a new Podd book is provided to students. Also, when optional excursions or camps are scheduled, we will ask that you cover these costs and ensure you are given ample time to make payment arrangement for these optional activities. These are provided on a user-pays basis.

Diamond Valley SDS is endorsed as a Deductible Gift Recipient under the *Income Tax Assessment Act 1997 (Cth)* with the result that any donations made by you will be tax deductible. To be tax deductible, your donation needs to be made voluntarily, therefore you are able to add an amount to be contributed under "Curriculum Contributions" below. Amounts paid under "Extra-Curricular Items and Activities" are not donations and are not tax deductible.

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

Yours sincerely,

Anthony Rosenthal

Principal

Dean White

School Council President

<b>Curriculum Contributions – suggested tax-deductible contributions for items and activities that students use, or participate in, to access the Curriculum</b>	<b>Annual Amount per student</b>
<b>Classroom consumables, materials &amp; equipment @\$60 per term</b> <ul style="list-style-type: none"> <li>• Art – paint, crayons, craft items, glitter, coloured paper etc.</li> <li>• Cooking program – food ingredients such as flour, butter etc.</li> <li>• Sports &amp; gym equipment</li> <li>• Sensory items</li> <li>• Printing and photocopying of worksheets and learning materials</li> </ul>	\$240
<b>Online Subscriptions</b> Covers student and classroom online subscriptions to programs such as Storypark, Mathletics, Reading Eggs, Sunshine Multimedia, Twinkl, ABCYa, where appropriate to your child's class.	\$30 per year
<b>Swimming and water safety program</b> This is an optional and additional program to the swimming and water safety program that we provide students as part of the Health and Physical Education curriculum. This is designed to further support students with their water therapy programs @\$25 per term	\$100
<b>Tax deductible contributions</b> Diamond Valley SDS continues to welcome your voluntary contributions to support our school. You can make a general voluntary contribution that goes towards our school's important priorities for 2024 as well as providing additional activities and services for all students. These donations are tax deductible, and we can provide you with a receipt on request.	\$
<b>Total tax-deductible Curriculum Contributions</b>	\$

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
<b>Horse riding program @\$100 per term</b> Classes in Primary & Middle horse ride for three terms in the year. Classes in Secondary horse ride two terms in the year. Students based at Satellites & Whittlesea campus horse ride one term in the year.	\$
<b>Communication tools</b> PODD books required when student starts at DVSDS or on request. This charge covers the time and materials used to put together a PODD book. Please speak to your child's Speech Pathologist before making this payment.	\$100 for new PODD books
<b>Other optional camps and excursions to be scheduled.</b> Optional excursions as scheduled throughout 2024. The cost of these excursions will be advised throughout the year.	TBA
<b>Total Extra-curricular Items and Activities</b>	\$

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

Diamond Valley SDS 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 to deliver the Curriculum.

### Financial Support for Families

Diamond Valley SDS understands that some families may experience financial difficulty and offers a range of support options, including:

- The Camp, Sports & Excursion Fund is a government provided payment that contributes towards the cost of camps, sports and excursions for parents or carers with a current Health Care Card. Parents who currently receive the CSEF and who remain eligible will automatically have their 2024 application processed by the school. This payment is \$125 for primary aged students.
- State Schools Relief - This organisation may cover the cost of new school uniforms, shoes, books and more for disadvantaged students. State's School's Relief work directly on applications submitted by school's so please contact the Claire Toll or Robyn Marett if you would like to discuss this option.
- Flexible payment options can be arranged to suit your individual financial circumstances.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Claire Toll (Business Manager) on 9432 1022 or email [claire.toll@education.vic.gov.au](mailto:claire.toll@education.vic.gov.au).

### Payment methods

Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Diamond Valley SDS. We offer a variety of payment options to assist our families:

- \* Eftpos
- \* BPay – your individual reference number is available on request
- \* Direct Deposit – BSB: 063185 Acc: 1014 9059
- \* Cash / Cheque
- \* Direct debited from your credit card

I authorise \$\_\_\_\_\_ to be charged to my Visa / MasterCard.

Details as follows:

<b>NAME (as on card)</b>																					
<b>CARD NO:</b>						-						-					-				
<b>SIGNATURE</b>																					
<b>VISA</b>		<b>MASTERCARD</b>		<b>EXPIRY DATE</b>	____Month____Year				<b>CCV</b>												

## **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 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.

