



Coburg North Primary School 4543

180 O'Hea Street, Coburg, 3058
Phone: 03 9354 1660 Fax: 03 9354 8206
Email: coburg.north.ps@edumail.vic.gov.au
Website: <http://www.coburg-north-ps.vic.edu.au>

Postal Address
PO Box 196
Pascoe Vale South VIC 3044

PRINCIPAL: Monika Gruss

December 2018

Dear Parents/Caregivers

2019 will see Coburg North Primary School continue to grow and evolve, offering rich and diverse learning opportunities for our students. Below is an outline of school fees for 2019. **These costs have been approved by the School Council and meet the DET guidelines. These contributions from families enable us as a school, to offer quality facilities and resources for all students.**

We value your contributions that are made to Coburg North Primary School. **We ask that you provide a payment of \$400.00 for the Essential Student Learning Items, Extras and Contributions for each of your children.** Please refer to the 2019 Parent Payment Charges and Invoice for a breakdown of these costs at the back of this document.

School councils are responsible for developing and approving school-level parent payment charges and can request payments from parents under three categories only – Essential Student Learning Items, Optional Items and voluntary Financial Contributions.

Essential Student Learning Items are those items, activities or services that are essential to support student learning of the standard curriculum. These are items that the school considers essential for all students and which students take possession of. Parents may choose to provide the items themselves or buy the items from the school where practical and appropriate.

Optional Items are those items, activities or services that are offered in addition to or support instruction in the standard curriculum program. These are provided on a user-pays basis so that if parents choose to access them for students, they are required to pay for them.

Voluntary Financial Contributions are for parents who wish to make a donation to the school for a general or specific purpose, such as equipment, materials or services. Financial contributions over \$2 towards the CNPS Building Fund and CNPS Library Funds **are tax-deductible.**

For more information regarding school fees, extras and contributions, please refer to our Parent Payment Policy and Implementation on our school's website.

The Essential Student Learning Items for 2019 is complete and as in previous years we are able to buy in bulk, which reduces overall costs. This keeps costs to a minimum as well as ensuring that all students have the same supplies.

Thank you,

Monika Gruss
Principal

Essential Education Items and Shared Materials

Supplied to classrooms for the individual use of students.

Includes items as selected by your child's teacher dependent on the grade level. This may include items such as:

English and Reading Books and Requisites, Art and Craft Materials, Maths Equipment and Requisites, Physical Education and Sports Equipment, Photocopying and Printing, First aid materials, Technology/ Science Materials, Cover paper, coloured paper, lined paper, school crafts, project materials, etc.

Scrap Books, Display Book, Tissues, Ruler, Scissors, Glue Sticks, Pencil Case, Grey Lead Pencils, Pens, Coloured Pencils, Pencil Sharpener, Exercise Books, Crayons, Textas, Home Reading Book, Handwriting book, Project Books, USBs, labels

SUB TOTAL *\$230.00

***A 10% Discount applies for the second and subsequent children enrolled at the school.
Please see office staff for discount.**

Voluntary Financial Contributions

This supports the school in providing a range of resources and maintenance.

School First Aider

This levy enables us to employ a qualified first aide attendant who renders first aid to students who are injured or who require administration of medications such as Asthma or prescribed medication.

Our first aide attendant costs approximately \$15 000 per annum.

SUB TOTAL \$20.00

Information Technology

This levy enables us to repair and maintain equipment, web based software, subscriptions and the purchase of the latest educational software for students. The levy also enables the purchase of other technologies that your child uses in the classroom, e.g. film making resources; microphones, green screen technology, digital cameras.

Our local technical support costs approximately \$53,000 per annum.

SUB TOTAL \$50.00

Taxable Donations

This supports the school in providing a range of resources and maintenance.

Building Fund and Library Fund

Coburg North Primary School is now endorsed by the ATO as a Deductible Gift Recipient to operate a Building Fund and a Library Fund.

These funds are fully tax deductible and will go towards maintaining and enhancing the School's Buildings and Library facilities. Donations are completely voluntary and families will be informed throughout the year about School Council priorities for the use of your donations. Projects may include, but not limited to, new capital works, resourcing the new library.

SUB TOTAL \$100.00

TOTAL DUE \$400.00

Please Note: Further costs will be incurred throughout the year for camps and excursions.
These are not included in the costings referred to in this letter.

PAYMENT ARRANGEMENTS AND METHODS

Costs will be kept to a minimum and the number of reminders for payment will be fair and reasonable. To further assist parents with payments, several payment options have been developed:

Option A	Full amount paid at the beginning of Term 1. This may be paid online through QKR! or by cash or credit card in the office.
Option B	Part payment amount paid at the beginning of each Semester (term 1 & 3). This may be paid online through QKR! or by cash or credit card in the office.

* For alternative payment options please contact Debb Davis, Business Manager in the office.

Qkr! Payment by app

To download the Qkr! app just visit the App Store for iPhones or Google Play for Androids, search for Qkr! Here's a [guide](#) to help you out.



Family Support Options

The school appreciates that families may sometimes experience financial difficulties in meeting requests for payments and contributions. A range of support options are available to assist eligible parents, including State Schools Relief Committee and the Camps, Sports and Excursions Fund (CSEF).

Consideration of hardship

Parents experiencing financial hardship are invited to contact the Business Manager to make a confidential appointment to discuss the range of alternatives:

Debb Davis

Phone: 9354 1660

Email: davis.debra.d@edumail.vic.gov.au

Second-hand uniform

In order to support parents in meeting the costs of their children's education, the school operates a second-hand school uniform sale via the Parents & Friends. Notifications of the selling of these uniforms will be advertised through COMPASS.



2019 PARENT PAYMENT CHARGES AND INVOICE

ABN: 61 739 972 462

Name of Student: _____ Class: _____

Part A : ESSENTIAL STUDENT LEARNING ITEMS	AMOUNT	
Payment Option 1 - \$230 per year/student <input type="checkbox"/> Pay full amount due 28th February 2019	\$	
Payment Option 2 - \$115 per semester/student <input type="checkbox"/> First payment: Semester 1 due 28th February 2019 <input type="checkbox"/> Second payment: Semester 2 due 30th June 2019	\$	
Part B : OPTIONAL EXTRAS	SUGGESTED CONTRIBUTION	Or please nominate how much you would like to contribute
CNPS has no optional extras.	N/A	\$ 0
Part C : Voluntary Financial Contribution	SUGGESTED CONTRIBUTION	Or please nominate how much you would like to contribute
First Aider This levy enables us to employ a qualified first aide attendant who renders first aid to students who are injured or who require administration of medications such as for Asthma or prescribed medication. Our first aide attendant costs approximately \$15 000 per annum.	\$20	\$
Technology This levy enables us to repair and maintain equipment, web based software, subscriptions, the purchase of the latest educational software for students and the employment of a local curriculum technician (technician costs approximately \$55, 000 per annum).	\$50	\$
Part D : Tax Deductible Donations	SUGGESTED CONTRIBUTION	Or please nominate how much you would like to donate
Building Fund and Library Fund Coburg North Primary School is now endorsed by the ATO as a Deductible Gift Recipient to operate a Building Fund and a Library Fund. These funds are fully tax deductible and will go towards maintaining and enhancing the School's Buildings and Library facilities. Donations are completely voluntary and families will be informed throughout the year about School Council priorities for the use of your donations. Projects may include, but not limited to, new capital works, resourcing the new library and sustainability initiatives.	\$70	Building Fund \$
	\$30	Library Fund \$
TOTAL	\$400.00	\$

TYPE OF PAYMENT	QKR	EFTPOS	CASH
Please circle	Preferred method		

The school office will be open from Tuesday 29th January 2019, for anyone who would like to make a payment at the office.

QKR online payments will be made available from Tuesday 29th January, 2019.