



180 O'Hea Street, Coburg VIC 3058 | P: 03 9354 1660 F: 03 9354 8206

E: coburg.north.ps@education.vic.gov.au | W: www.coburg-north-ps.vic.edu.au

CNPS Parent Payment Arrangements 2022

Dear CNPS Parents and Carers,

Coburg North 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 2022.

Schools provide students with free instruction to fulfil the standard Victorian curriculum 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.

Please see the following page for photos of some of the projects we are completing thanks to your generosity. We have also included a brief explanation of how your contributions work in the broader context of school funding and expenditure.

Within our school your support has given us the capacity to:

- Complete major projects which enhance student learning and community engagement, such as our very own community kitchen garden, Coburg Crop!
- Equip our STEM room with amazing science benches, built by our own staff member (and CNPS parent) Paul Sutton.
- Design new library seating and shelving, to be installed during 2022, again thanks to Paul!
- Employ a first aid officer to take care of all the kids medical needs, from scrapped knees to runny noses and medications. Thanks Sara!
- Proceed with installing a 60kw solar panel system, reducing our carbon footprint, and our power bills! We are awaiting approval from the Department of Education and plan to complete the project in 2022.

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

Yours sincerely,

A handwritten signature in black ink that reads "M. Gruss".

Monika Gruss

Principal

A handwritten signature in blue ink that reads "Robbie Napper".

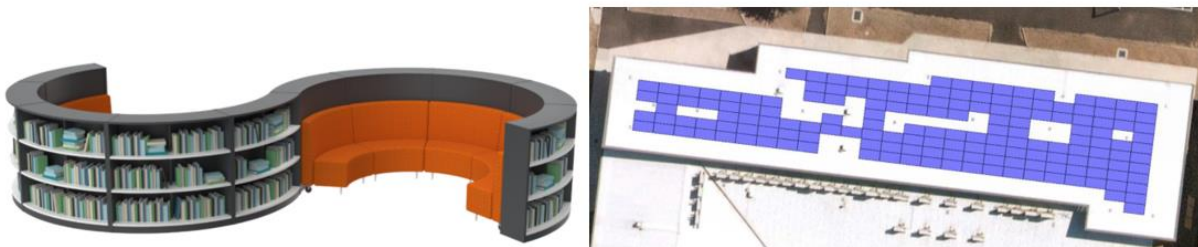
Robbie Napper

School Council President

COMPLETED IN 2021



COMING IN 2022!



THANK YOU FOR YOUR SUPPORT! WE COULD NOT COMPLETE THESE PROJECTS WITHOUT IT!

School Funding 101

- Most of our school funding comes from the state government (90%+)
- Most of the state government funding goes towards employing school staff (80% to 90%)
- The remaining funding is for day-to-day school operations (e.g., utilities, printing etc.)
- There is limited budget capacity to fund additional curriculum items (e.g., incursions & excursions)
- There is also limited budget capacity to fund major purchases or school upgrades
- We apply for grants to fund major purchases wherever they are available
- We work hard to secure non-government income sources (e.g., OSHC and Montessori)
- We save those non-government income sources to pay for major projects, like Coburg Crop
- We seek parent contributions to provide additional curriculum items
- Without your support we would have limited ability to invest in projects around the school



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p>Classroom consumables, materials & equipment (Back to School Packs)</p> <p>Specialist supplies (Art, Italian, PE and Music)</p> <p>The school purchases classroom sets in bulk to save on costs, promote equity, save parents time, and reduce waste. To promote sustainability, we will be transitioning to a model where we reuse or recycle items wherever possible.</p>	<p>\$80</p> <p>\$40</p>
<p>Online subscriptions</p> <p>CNPS purchases apps which help to deliver curriculum content, engage students, and inform parents, including; Brainpop, Essential Assessment, Wushka, PM eCollection, Seesaw and Grade Expert.</p>	<p>\$90</p>
<p>ICT Devices</p> <p>Year 5 and 6 students participate in a 1 to 1 device program. Parents can purchase the school’s nominated device (iPad) through the JB Hi-Fi Education Portal. A school device can be provided to students who do not BYOD. Please note, consent and payment for the 1 to 1 program will be sent as a separate Compass Confirmation. The 2021 Contribution was \$170.</p> <p>Foundation to Grade 4 students participate in a 2 to 1 device program, where one class set of devices is shared between two classrooms.</p>	<p>\$170*</p> <p>\$25</p>
<p>Curriculum activities</p> <p>Teachers from each grade organise excursions and incursions linked to the curriculum, with a focus on inquiry (students provide input into the events). Compass events will be sent to parents throughout 2022 as activities are planned (covid permitting). Activities generally cost \$10 to \$30 per student. Examples include Botanic Gardens, Edendale Farm, Book Week, and Aspire Program.</p>	<p>TBA in 2022</p>
<p>Whole school events</p> <ul style="list-style-type: none"> • Body Safe – three-week education program • Bully Zero incursion 	<p>\$60</p>
<p>Total Amount</p>	<p>\$295 Prep to G4</p> <p>\$440 G5 and G6* (with ICT)</p> <p>\$270 G5 and G6 (if BYOD)</p>



180 O’Hea Street, Coburg VIC 3058 | P: 03 9354 1660 F: 03 9354 8206

E: coburg.north.ps@education.vic.gov.au | W: www.coburg-north-ps.vic.edu.au

Other Contributions - for non-curriculum items and activities	Amount
First aider - to employ a qualified first aid attendant to provide first aid to students who are injured or require medications.	\$25
School grounds maintenance and improvements – to employ a qualified carpenter to complete school improvement projects.	\$25
Tax deductible contributions	
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$25
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$25
Total Amount	\$100

Extra-Curricular Items and Activities

Coburg North 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. Compass events will be created throughout 2022, requesting your permission and payment if you would like to purchase an item or activity for your child.

Extra-Curricular Items and Activities	Indicative Amount (TBA in 2022)
Optional Year 3 Camp – Alexandra Adventure (Indicative Date: Mon 22 nd Aug to Wed 24 Aug)	\$420
Optional Year 4 Camp – The Island (Indicative Date: Wed 10 th Aug to Fri 12 th Aug)	\$420
Optional Year 5 Camp – Forest Edge (Indicative Date: Mon 2 nd May to Wed 4 th May)	\$420
Optional Year 6 Camp – Location TBA (Indicative Date: TBA)	TBA
Other optional incursions and excursions to be scheduled	TBA
Total Extra-curricular Items and Activities	TBA



180 O’Hea Street, Coburg VIC 3058 | P: 03 9354 1660 F: 03 9354 8206

E: coburg.north.ps@education.vic.gov.au | W: www.coburg-north-ps.vic.edu.au

Financial Support for Families

Coburg North 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 Committee

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

Debra Davis

Ph: 03 9354 1660 Email: debra.davis@education.vic.gov.au

Total

Category	
Curriculum Contributions	\$295 Prep to G4 \$440 G5 and G6 (with ICT contribution) \$270 G5 and G6 (if BYOD)
Other Contributions	\$100
Extra-Curricular Items and Activities	TBA 2022

Payment methods

Parent payments can be made online via Compass (preferred) or by cash or credit card in the office.

Payments can be made in full starting Monday 8th November 2021.

Quarterly payments are also an option when paying via Compass which can be selected during the payment process. Payments will be deducted on the following dates:

- 1 December 2021
- 1 March 2022
- 1 June 2022
- 1 September 2022

Please note the school will not be collecting school fees via Qkr! in 2022, although it will still be used for lunch and other food orders.

Please see below for instructions on how to pay via Compass or this link

<https://www.compass.education/support/parent-faq>



180 O'Hea Street, Coburg VIC 3058 | P: 03 9354 1660 F: 03 9354 8206

E: coburg.north.ps@education.vic.gov.au | W: www.coburg-north-ps.vic.edu.au

The screenshot shows the Compass app interface for a user named Sablet at Magic P-12 College. The top navigation bar includes 'Compass', a home icon, a calendar icon, a pencil icon, a grid icon, a group of people icon, and a star icon. The user's profile is visible on the left, showing two teachers: Stephen CORNFOOT and Euan ABERCROMBIE. On the right, there are several notification cards. The top card, highlighted with a red box, is titled 'Course Confirmation/School Payments' and states 'Course confirmation and / or school payments available for completion. Click here to proceed'. Below it is a card for 'Parent Student Teacher Conference' with a close button (X) and a link to 'Click here for booking'. The next card is 'Event Consent/Payment Required' with a link to 'Click here for more information'. Below these is a 'My News' section with two news items: 'Sunil Stiney Feb 8th' and 'Magic High's School Fete' with a small image of a school event.

How do I pay course confirmation and school fees on Compass?

Confirm course fees in seconds. Just:

1. Login to your Compass portal (mobile app or web), and view your home page. When school fees require consent/payment, a notification will appear here.
2. Selecting this link will redirect you to your *Course Confirmations/Payments* page. Simply click on the name of the fee that you wish to pay to begin the payments process.
3. You may be asked to consent to certain agreements, such as an ICT usage Agreement, before paying your school fees. Type your full name into the provided box to accept the above terms, and click *Proceed* to continue.
4. Review your payment summary, and fill-in your Credit Card details.
5. Click *Pay Now* for the payment to be processed.

Friendly Note: Currently, only VISA or MasterCard payments are accepted by Compass. Alternative payment options may be available at your school's general office.

What is a voluntary payment?

When paying school fees, some amounts may be fixed (compulsory), while others are voluntary. These voluntary amounts can be changed by clicking on the corresponding *Amount* box and manually updating the figure as desired.

Can I use a payment plan?

If available, the option for *Payment Plans* will be clearly visible at the end of the *Course Confirmation* payment process (below where your card details are recorded). If unavailable, you may need to contact your school to make alternative arrangements.

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 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.