



## PARENT PAYMENT ARRANGEMENTS 2021

Dear Parents,

Spotswood Primary School is looking forward to a new year, with a return to more normal arrangements. We would like to advise you of our school's parent payment arrangements for 2021.

Please find included in this information, the fee schedule for Years Prep to 6 for the 2021 school year.

Spotswood Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

The amount requested is a one-off upfront cost per student calculated for their year level. Families are asked to make payment in full by 28<sup>th</sup> February 2021.

Many families will have an amount credited to their account from 2020. If you are unsure of the amount you should pay in 2021, please contact Sharon in the office on 9391 1323 or email [spotswood.ps@education.vic.gov.au](mailto:spotswood.ps@education.vic.gov.au)

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund (an application is included);
- payment plans to reduce the impact of paying a lump sum amount. Payment plans can be requested or discussed with Sharon on 9391 1323 or via email at [spotswood.ps@education.vic.gov.au](mailto:spotswood.ps@education.vic.gov.au)

For any confidential discussion about 2021 payments or to discuss alternative payment arrangements, contact Sharon on 9391 1323 or at [spotswood.ps@education.vic.gov.au](mailto:spotswood.ps@education.vic.gov.au)

### Payment Methods

- Using **Qkr** (download the Qkr by Mastercard app from the App Store or Android equivalent) – this option will be set up for payments in early January. A notification will be sent to families when Qkr is available for payment.
- Direct Deposit** into the School's Bank Account:  
Account Name: Spotswood Primary School  
BSB: 063-152  
Account No: 1003 5507  
Reference: Please use your family name
- By **cash, Eftpos or Credit Card at the office**
- Using the **Credit Card slip** provided

### Refunds

Refunds are offered to families if a planned excursion does not go ahead. Families can also opt to rollover any paid amounts to the following year.

A handwritten signature in black ink, appearing to read 'Jackie Green', written in a cursive style.

Jackie Green  
Principal

### Breakdown of Essential Education Items

Essential Education Items for the 2021 school year include, but are not limited to, the following items. These items are purchased by the school and distributed to classrooms for use by students throughout the school year. Payment of the Essential Education Items amount can be made to the school using the payment options outlined on the previous page.

Stationery items are purchased through our school's preferred supplier. These items include:

Essential Education Items	Cost Per Child
<p><b>Classroom Consumables:</b></p> <ul style="list-style-type: none"> <li>• 3 x Scrapbooks \$3.00</li> <li>• 2 x Mini Scrapbooks \$1.54</li> <li>• 4 x Exercise books \$2.40</li> <li>• 4 x Writing books \$3.72</li> <li>• 2 x Notebooks \$4.00</li> <li>• 1 x Home Reading Journal \$3.95</li> <li>• 2 x Scissors \$1.98</li> <li>• 4 x Eraser \$1.00</li> <li>• 1 x Coloured pencils \$6.23</li> <li>• 6 x HB Pencils \$12.66</li> <li>• 3 x Crayons \$12.45</li> <li>• 6 x Pens \$1.38</li> <li>• 2 x Packet Whiteboard Markers \$15.90</li> <li>• 1 x Magnetic Whiteboard \$10.00</li> <li>• 1 x Ruler \$0.73</li> <li>• 1 x Textas (32 pack) \$18.34</li> <li>• 2 x Sharpeners \$1.98</li> <li>• 4 x Glue Sticks \$3.80</li> <li>• 2 x Display Books \$2.06</li> <li>• 4 x Plain Paper \$19.80</li> <li>• 1 x Student Diary \$1.11</li> <li>• 1 x Packet Slimpick Wallets \$7.14</li> <li>• 1 x Packet Highlighters \$5.75</li> <li>• 1 x Note folder \$0.65</li> <li>• 1 x Butcher's Paper \$10.92</li> <li>• 1 x Cover Paper \$6.50</li> <li>• 2 x Masking Tape \$3.34</li> <li>• 2 x Packets of Kinder Squares \$10.28</li> <li>• 1 x Card Sentence Strips \$17.82</li> </ul>	<b>\$190.43</b>
<p><b>Art Pack:</b></p> <p>Art folios, card, paper, glue sticks, PVA glue, sketchbooks, colouring pencils, pastels, water colour paint, acrylic paint, glitter, cover paper, erasers</p>	<b>\$50.00</b>
<p><b>Japanese Stationery Pack:</b></p> <p>Writing books, scrapbooks, glue sticks, erasers, paper</p>	<b>\$20.00</b>

<b>On-Line Learning Subscriptions:</b>	
Essential Assessments	\$11.85
<b>Total Amount for Essential Education Items</b>	<b>\$272.28</b>
<b>Total Amount To Be Paid to School Per Child</b>	<b>\$280.00</b>

<b>Voluntary Contributions</b>	
Building Fund donation *	\$50.00 per family

\* Spotswood Primary School welcomes your voluntary contribution to support our school's Building Fund. All donations to the Building Fund are tax deductible.

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

Please see the attached schedule for the total amount to be paid for each year level in 2021.

**2021 Fees and Payments**

Year Level	Items	Amount	Total Charge	Voluntary Building Fund Contribution
Prep	a) Essential Education Items b) Excursions & Incursions (incl. Prep Breakfast) c) Swimming Program	\$280.00 \$120.00 \$100.00	\$500.00 (per child)	\$50.00 (per family)
Year 1	a) Essential Education Items b) Excursions & Incursions (incl. Grade 1 Night of Fun) c) Swimming Program	\$280.00 \$120.00 \$100.00	\$500.00 (per child)	\$50.00 (per family)
Year 2	a) Essential Education Items b) Excursions & Incursions (incl. Grade 2 Sleepover) c) Swimming Program	\$280.00 \$160.00 \$100.00	\$540.00 (per child)	\$50.00 (per family)
Years 3 & 4	a) Essential Education Items b) Excursions & Incursions c) Swimming Program <b>NB: This amount does not include the cost of the Grade 3/4 Camp</b>	\$280.00 \$160.00 \$70.00	\$510.00 (per child)	\$50.00 (per family)
Year 5	a) Essential Education Items b) Excursions & Incursions c) Swimming Program d) Year 5/6 Sport (Summer & Winter Sport, Tournaments incl. cost of buses) <b>NB: this amount does not include the cost of the Grade 5/6 Camp</b>	\$280.00 \$160.00 \$70.00 \$100.00	\$610.00 (per child)	\$50.00 (per family)
Year 6	a) Essential Education Items b) Excursions & Incursions (incl. Graduation & Year 6 End of Year Excursion) c) Swimming Program d) Year 5/6 Sport (Summer & Winter Sport, Tournaments incl. cost of buses) <b>NB: this amount does not include the cost of the Grade 5/6 Camp</b>	\$280.00 \$220.00 \$70.00 \$100.00	\$670.00 (per child)	\$50.00 (per family)

**Credit Card payments can be made below:**

Name of Child/ren:.....

Year Level/s for 2021: ..... Total Amount to Pay:.....

**Card Details:**      **Type:**      Visa       Mastercard       Bankcard

Name on Card: \_\_\_\_\_ Expiry Date: \_\_\_\_/\_\_\_\_

## CAMPS, SPORTS AND EXCURSIONS FUND (CSEF) APPLICATION FORM

School Name

School REF ID

### Parent/legal guardian details

Surname \_\_\_\_\_

First name \_\_\_\_\_

Address \_\_\_\_\_

Town/suburb \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

Contact number \_\_\_\_\_

Centrelink pensioner concession **OR** Health care card number (CRN)

-    -    -  **OR**

Foster parent\* **OR**  Veterans affairs pensioner (Gold Card)\*\*

\*Foster Parents must provide a copy of the temporary care order letter from the Department of Health and Human Services (DHHS).

\*\*Applicants must provide a copy of the Veteran Affairs Gold card

### Student details

Child's surname	Child's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level

I authorise the Department of Education and Training (DET) to use Centrelink Confirmation eServices to perform an enquiry of my Centrelink customer details and concession card status in order to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Australian Government Department of Human Services (DHS) to provide the results of that enquiry to DET.

I understand that:

- DHS will use information I have provided to DET to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DET personal information including my name, address, payment and concession card type and status.
- this consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DHS and provide it to DET so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- if I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DET.
- Information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to the Victorian Department of Health and Human Services and /or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You are able to request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant \_\_\_\_\_ Date    /    /

## CSEF ELIGIBILITY

Below is the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

### Criteria 1 – Eligibility

To be eligible\* for the fund, a parent or legal guardian of a student attending a registered Government or non-government Victorian primary or secondary school must:

- on the first day of Term one, or;
  - on the first day of Term two.
- a) Be an eligible beneficiary within the meaning of the State Concessions Act 2004, that is, be a holder of Veterans Affairs Gold Card or be an eligible Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) holder, OR
- b) Be a temporary foster parent, and;
- c) Submit an application to the school by the due date.

\* A special consideration eligibility category also exists. For more information, see:

[www.education.vic.gov.au/about/programs/Pages/csef.aspx](http://www.education.vic.gov.au/about/programs/Pages/csef.aspx)

Parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with one of (a) or (b) above.

### Criteria 2 - Be of school age and attend school in Victoria

School is compulsory for all Victorian children aged between six and 17 years of age inclusive.

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered primary or secondary school. Typically, these students are aged between five and 18 years inclusive.

CSEF is not payable to students attending pre-school, kindergarten, home schooled, or TAFE.

### Eligibility Date

For concession card holders CSEF eligibility will be subject to the parent/legal guardian's concession card being successfully validated with Centrelink on the first day of either term one (27th January 2021) or term two (19th April 2021).

## PAYMENT AMOUNTS

### CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: \$125 per year /
- Secondary school student rate: \$225 per year.

The CSEF is paid directly to your child's school and will be allocated by the school towards camps, sports and/or excursion costs for your child.

**For ungraded students**, the rate payable is determined by the student's date of birth. For more information, see:

[www.education.vic.gov.au/about/programs/Pages/csef.aspx](http://www.education.vic.gov.au/about/programs/Pages/csef.aspx)

**Year 7 government school students** who are CSEF recipients are also eligible for a uniform voucher. Secondary schools are required to make applications on behalf of parents so please register your interest at the school.

## HOW TO COMPLETE THE APPLICATION FORM

### NOTE: ALL SECTIONS MUST BE COMPLETED BY PARENT/LEGAL GUARDIAN

1. Complete the PARENT/LEGAL GUARDIAN DETAILS section.  
Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. You will also need to provide your concession card to the school.  
If you are claiming as a Foster Parent or a Veteran Affairs Pensioner, you will need to provide a copy of documentation confirming your status as a temporary Foster Parent or provide your Veterans Affairs Pensioner Gold card to the school.
2. Complete the STUDENT/S DETAILS section for students at this school.
3. Sign and date the form and return it to the school office as soon as possible. The CSEF program for 2021 closes on 25<sup>th</sup> June 2021.

CSEF payments cannot be claimed retrospectively for prior years.

**Queries relating to CSEF eligibility and payments should be directed to the school.**