



Email: oatlands.ps@education.vic.gov.au

5th October 2021

Dear Parents/Carers,

Oatlands Primary School is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions schedule for 2022.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education, programs 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, your support in 2021 allowed us to:

- Offer two languages, Italian and Japanese, cooking room and special curriculum experiences for our students across all year levels;
- New upgrade of BASC blinds;
- Upgrade and purchase of additional IT devices for student loans during Covid lockdowns;
- Refurbishment of school grounds, with particular focus on the replacement of the shade sail in the Grade1/2 area.

Please find below Oatlands Primary Schools voluntary financial contributions schedule for 2022, which includes an overview of what your contributions will contribute towards. Oatlands Primary School will bulk buy student supplies to have in the classroom. We have attached booklists for each year level, if you would like to supply your own books for your child/ren. The books can be purchased at Officeworks or the retail outlet of your choice.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of recommended contributions for your child/ren.

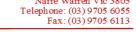
For further information on the Department's Parent Payments Policy please see a one-page overview attached.

Yours sincerely,

Wes Holloway Principal

School Council President

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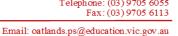




2022 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum | Amount |
|--|--------|
| CURRICULUM CONTRIBUTIONS Classroom consumables, materials & equipment Printing and photocopying of worksheets and learning materials ICT Devices – provision of devices from the shared classroom sets Online subscriptions Mathletics Sunshine online | \$160 |
| OTHER CONTRIBUTIONS -for non-curriculum items and activities | Amount |
| Student wellbeing programs First aid equipment School grounds maintenance and improvements COMPASS Take home readers Library SCIS | \$50 |

| ITEM | Item Amount | Number of students in your family | Annual Amount per FAMILY |
|---------------------------|-------------|-----------------------------------|--------------------------|
| Curriculum Contributions | \$160 | | \$ |
| Other Contributions | \$50 | | \$ |
| TOTAL FAMILY CONTRIBUTION | | | \$ |





Website: www.oatlandsps.vic.edu.au

Curriculum Contributions

Items and activities that students use, or participate in, to access the Curriculum, including:

- Computer applications where our students have their own individual password At Oatlands Primary School we use Matheltics, Sunshine online, Google Docs
- Everyday items that your child will use in the classroom to learn the essential curriculum such as art supplies, science experiment equipment, cooking ingredients, technology materials

Other Contributions

Non-Curriculum items and activities to support the daily operation and objectives of Oatlands Primary School.

Extra-Curricular (OPTIONAL) Items and Activities

Oatlands 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 in order to deliver the Curriculum. These are provided on a user-pays basis. Details of these items and activities will be provided to students and families throughout the year.

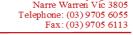
Vocational Educational Training (VET)

From 2022, the Department will reimburse VET <u>material fees</u> to government schools to address the cost barrier for families. This funding covers the costs of:

- Materials required for training and assessment that are consumed and cannot be recycled.
 Please note students may wish to upgrade materials for certain projects (i.e. upgrade from pine to mahogany). Any upgrade from the materials provided by KTHS is considered an OPTIONAL ITEM, as per the description above.
- Safety items worn or used by the student including safety glasses, hearing protection, gloves, hair nets.
- Workbooks, handouts, photocopying, online learning resources
- Class sets, intended to be returned and retained by the school, such as textbooks, tools, tool belts, specialist knives, aprons

However, this funding does not cover all costs associated with the facilitation of VET classes. The payment of the following costs are supported by Voluntary Financial Contributions from families, as detailed in the 2022 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE above:

- Transport costs and hire of specialized facilities required for training or assessment
- PPE worn and retained by the student
- Online registration/subscription fees, platform charges, software
- Tuition fees, registration, and administration fees
- Tools upgrade or purchase initiated by the parent





Educational items for students to own

Please find attached a list of items that the school recommends for each individual student. Items can be purchased from Officeworks or a retailer of your choice for your child to individually own and use. BYOC devices are purchased through Learning With Technologies (link on Oatlands Primary School website)

Financial Support for Families

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

- State Schools' Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate
- Camps, Sports and Excursions Fund provides payments for eligible students to attend camps, sports and excursions

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact John Armao, Wellbeing Coordinator on 03 9705 6055 or email oatlands.ps@education.vic.gov.au

Payment methods

Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Oatlands Primary School. Payment can be made electronically via BPAY. Please note your families unique BPAY Reference below:



Alternatively, cash and cheque payments can be made directly at Oatlands Primary 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 Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information





PARENT

PAYMENTS POLICY 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.





BOOKLISTS

| PREP 2022 BOOKLIST | | |
|---|---------|------|
| PRODUCT DESCRIPTION | иом | 2022 |
| A4 display book Clear cover 20 pockets | Each | 1 |
| Bostick 35 gm glusticks | Each | 4 |
| Chalkboards 30cmx40cm | Each | 1 |
| crayola 24 pack colours of the world coloured pencils (Officeworks) | Pkt | 1 |
| Crayola Deskpack Crayons (Twistable tub of 32) | Pkt/tub | 1 |
| Headphones | Each | 1 |
| Manilla Folders Foolscap Buff | Each | 2 |
| Micodor Multi Purpose Pouch A3 | Each | 1 |
| Mini Whiteboards (with black rim if possible) | Each | 1 |
| Pencil Junior Grip Faber Triangular 2B | Each | 1 |
| Pencils Columbia Formative Triangle 4mm Lead Asst Pkt10 | Pkt10 | 4 |
| Scissors - Prep Size | Each | 1 |
| Scrapbook Megasaurus 100gms 335x245 64 Page | Each | 5 |
| White board duster | Each | 1 |
| Whiteboard Marker Faber ConnectorAsst Pkt 6 | pkt | 1 |
| Writers Premium A4 24mm dotted Thirds 48 Page (purple book) | Each | 2 |
| Writers Premium dotted thirds Project Book 14mm 64 page | Each | 2 |





| YEAR 1 2022 BOOKLIST | | |
|---|--------|------|
| PRODUCT DESCRIPTION | UOM | 2022 |
| Bostik Glue Stik 35gm | Each | 4 |
| Colour Pencils Faber Tri-Grip Asst Pkt 12 | Pkt 12 | 3 |
| Crayons BIC Asst Pkt 24 | Pkt 24 | 2 |
| Eraser Plastic Large with Sleeve | Each | 3 |
| Exercise Book Spirax A4 24mm Dotted Thirds 48 pages Spirax No 105 | Each | 3 |
| Headphones | Each | 1 |
| Highlighters | Pkt | 1 |
| Markers Colourfun Large Felt Tip Asst Pkt12 | Pkt12 | 2 |
| Micodor Multi Purpose Pouch A3 | Each | 1 |
| Note Book Spirax #563 200x127mm top open 100 page | Each | 1 |
| Pastels 24 pack | Pkt | 1 |
| Pencil Copperplate Columbia Red | Each | 4 |
| Pencil Staedtler Triplus Jumbo Triangular 2B | Each | 6 |
| Ruler Polished Wooden 30cm cm & mm | Each | 1 |
| Scissors Maped Red Handle 130mm "Celco Brand" | Each | 1 |
| Scrapbook Spirax 100gsm 335x245mm 64 pages | Each | 4 |
| Sharpener Pencil Metal Double Hole | Each | 1 |
| Whiteboard Dusters for Kids | Each | 1 |
| Whiteboard markers black only | Each | 4 |
| Whiteboards mini | Each | 1 |
| Writing Book 330x245mm 24mm Dotted Thirds 64 Pgs | Each | 6 |



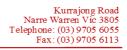


| YEAR 2 2022 BOOKLIST | | |
|--|--------|--------|
| PRODUCT DESCRIPTION | иом | 2022 |
| | | 50 |
| 18mm Dotted Thirds Loose Leaf - Portrait | Ream | sheets |
| A4 Dotted Thirds Book | Each | 1 |
| Celco Scissors Blue School 152mm Blue | Each | 1 |
| Crayola Colours of the world markers pkt 24 | | 1 |
| Crayola Colours of the world pencils pkt 24 | | 1 |
| Eraser Plastic Large with Sleeve | Each | 3 |
| Exercise Book dotted thirds 18mm | Each | 7 |
| Headphones | Each | 1 |
| Marbig Simpick Document Wallet - Blue | Each | 1 |
| Metal Sharpeners | Each | 2 |
| Micodor Multi Purpose Pouch A3 | Each | 1 |
| Pencil Copperplate Columbia Red | each | 4 |
| Pencils - Coloured | Pkt | 3 |
| Pens - Blue | Pkt | 1 |
| Pens - Red | Pkt | 1 |
| Plastidecor Crayons - Assorted | Pkt 24 | 2 |
| PROJECT BOOK 18mm dotted thirds | Each | 1 |
| Ruler Polished Wooden 30cm cm & mm | Each | 1 |
| Scissors 160mm | Each | 4 |
| Scrapbook Spirax 100gsm 335x245mm 64 pages | Each | 5 |
| Spirax #563 Notebook | each | 1 |
| Staedtler Tradition Pencils Graphite 2B | Each | 6 |
| Textas | Each | 2 |
| Whiteboard dusters | Each | 1 |
| Whiteboards - Mini | Each | 1 |
| Writing Book 330x245mm 18mm Dotted Thirds 64 Pgs | Each | 7 |



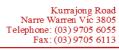


| YEAR 3 2022 BOOKLIST | | |
|--|--------|-----------|
| PRODUCT DESCRIPTION | UOM | 2022 |
| Bostick Glue Sticks 35 gm | Each | 3 |
| Celco Scissors Deluxe Student 260mm Yellow | Each | 1 |
| Crayola Colour Pencils Triangular Full Size Pkt 12 | Pkt 12 | 2 |
| Display Book - Red | Each | 2 |
| Document Wallet | Each | 1 |
| Eraser Plastic Large with Sleeve | Each | 2 |
| Exercise Book Landscape A5 18mm Dotted Thirds 96 pages | Each | 1 |
| Headsets | Each | 1 |
| Highlighters | Pkt | 1 |
| Loose Leaf A4 Dotted Thirds 18mm Landscape Dble Sided | | 50 sheets |
| Loose Leaf A4 Dotted Thirds 18mm Portrait | | 50 sheets |
| Micador Pencil Case Fabric Mesh With Zip A2 | Each | 1 |
| Micodor 550 Markers 550 assorted 12pk | Pkt12 | 2 |
| Pencil Copperplate Columbia Red | Each | 4 |
| Plastidecor Crayons Asst Pkt 24 | Pkt 24 | 2 |
| Ruler Polished Wooden 30cm (cm & mm) | Each | 1 |
| Scissors 260mm | Each | 1 |
| Sharpener Pencil Metal Double Hole | Each | 1 |
| Spirax Exercise Book A4 18mm Dotted Thirds 96 pages | Each | 4 |
| Spirax Graph Book A4 10mm Grid 48 pages | Each | 1 |
| Spirax Note Book #563 200x127mm top open 100 page | Each | 1 |
| Spirax Scrapbook 100gsm 335x245mm 64 pages | Each | 6 |
| Staedtler Pencil Tradition Graphite HB | Each | 6 |
| Whiteboard Dusters - Mini | Each | 1 |
| Whiteboard Markers | Pkt 8 | 2 |
| Whiteboards - Small | Each | 1 |





| YEAR 4 2022 BOOKLIST | |
|---|------|
| PRODUCT DESCRIPTION | 2022 |
| | |
| Ballpoint Pen Staedtler Stick 430 Med Blue | 3 |
| Ballpoint Pen Staedtler Stick 430 Med Red | 2 |
| Colour Pencils Crayola Full Length Pkt 12 | 2 |
| Crayons Plastidecor Asst Pkt 24 | 2 |
| Document Wallet Marbig Slimpick Blue | 2 |
| Eraser Plastic Large with Sleeve | 2 |
| Exercise Book Spirax A4 14mm Dotted Thirds 96 pages | 5 |
| Glue Stick Bostik 35gm | 5 |
| Graph Book Spirax A4 10mm Grid 48 pages | 4 |
| Markers Columbia Large Felt Tip Asst Pkt12 | 2 |
| Note Book Spirax #563 200x127mm top open 100 page | 1 |
| Pencil Copperplate Columbia Red | 3 |
| Pencil Staedtler Tradition Graphite HB | 4 |
| Plastic clear ruler 30cm cm & mm | 2 |
| Scrapbook Spirax 100gsm 335x245mm 64 pages | 5 |
| Sharpener Pencil Metal Double Hole | 2 |
| A4 Visual art diary | 1 |
| Highlighters | 1 |
| Display folder with 20 pockets | 1 |
| Scissors Celco Deluxe Student 16.5cm blue handle | 1 |
| Eraser Plastic Large with Sleeve | 2 |
| Sharpeners | 2 |
| Staedtler Pencil - Red | 2 |
| Staedtler Pencil HB | 2 |





| YEAR 5 2022 BOOKLIST | | |
|--|--------|------|
| PRODUCT DESCRIPTION | иом | 2022 |
| Artline 200 (0.4ml) 2Pkt | Pkt | 2 |
| Artline Smoove - Blue | Each | 6 |
| Artline Smoove - Red | Each | 5 |
| Bostik Glue Stick 35gm | Each | 3 |
| Celco Scissors Deluxe Student 16.5cm blue handle | Each | 2 |
| Crayola Colour Pencils Full Length Pkt 12 | Pkt 12 | 2 |
| Display Folder | Each | 1 |
| Eraser Plastic Large with Sleeve | Each | 4 |
| Highlighters non toxic | Pkt 8 | 1 |
| Marbig PVC Clipfolder A4 - Black | Each | 1 |
| Marbig Slimpick Document Wallet - Red | Each | 1 |
| Markers Large Felt Tip Asst Pkt12 | Pkt12 | 2 |
| Pencil Copperplate Columbia Red | Each | 3 |
| Plastic clear ruler 30cm cm & mm | Each | 2 |
| Plastidicor Crayons Bic Kids | Pkt 24 | 1 |
| Sharpener Pencil Metal Double Hole | Each | 2 |
| Spirax Exercise Book A4 8mm Ruled 64 pages | Each | 6 |
| Spirax Graph Book A4 10mm Grid 48 pages | Each | 2 |
| Spirax Scrapbook 100gsm 335x245mm 64 pages | Each | 2 |
| Staedtler Pencil Tradition Graphite HB | Each | 6 |
| Visual Arts Diary - Derwent Academy Visual Art | Each | 1 |
| Writing Pad Economy lined 8mm A4 100 Leaf | Each | 2 |
| Scissors | Each | 1 |





| YEAR 6 2022 BOOKLIST | | |
|---|------|------|
| PRODUCT DESCRIPTION | UOM | 2022 |
| 4 colured ink pen | Each | 4 |
| Bostik Glue Stick 35gm | Each | 2 |
| Celco Deluxe Student Scissors 160mm Yellow | Each | 1 |
| Colour Pencils Crayola Full Length Pkt 12 | Pkt | 1 |
| Columbia Markers Large Felt Tip Asst Pkt12 | Pkt | 1 |
| Eraser Plastic Large with Sleeve | Each | 2 |
| Exercise Book Spirax A4 8mm Ruled 64 pages | Each | 6 |
| Highlighter - Green | Each | 1 |
| Highlighter - Pink | Each | 1 |
| Marbig PVC Clipfolder A4 - Black | Each | 1 |
| Marbig Ruler Plastic 400mm / 40 cm clear | Each | 1 |
| Marbig Slimpick Document Wallet - 2 different colours | Each | 2 |
| Micador Crayons Plastic Triangle Pkt 18 | Pkt | 1 |
| Pental Fineliner Pen R50-A Fine Ball 0.8mm Black | Each | 2 |
| Scissors 165mm | Each | 1 |
| Sharpener Pencil Metal Double Hole | Each | 2 |
| Spirax Scrapbook 100gsm 335x245mm 64 pages | Each | 4 |
| SpiraxGraph Book Spirax A4 10mm Grid 48 pages | Each | 4 |
| Staedtler Stick 430 Ballpoint Pen Med - Blue | Each | 2 |
| Staedtler Stick 430 Ballpoint Pen Med - Red | Each | 2 |
| Staedtler Tradition Pencil Graphite HB | Each | 4 |
| Writing Pad Economy Blank Bank A4 100 Leaf | Each | 1 |
| Mini Whiteboards | | 1 |
| Whiteboard Markers - Artline Bullet Assorted Colours | Pk6 | 2 |
| Mini Whiteboard Dusters | | 1 |