



## 2025 Year 2 Parent Payments

14<sup>th</sup> October 2024

Dear parent/carer,

Bimbadeen Heights Primary School is looking forward to another great year of teaching and learning and would like to advise you of Bimbadeen Heights Primary School's voluntary financial contributions for 2025.

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 is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to continue to provide a differentiated curriculum that responds to the learning of all students, provide essential learning resources to students, renew, and enhance the provision of digital technology throughout the school, and improve assessment practices to ensure teaching is targeted to a student's next learning step.

The environment and resources that we enjoy today represent the contributions made by our parent/carer community over many years. Parent/Carer voluntary contributions make a significant difference to the quality of our programs. This financial support ensures that we can continue to provide the excellent range of facilities and resources for your children.

**Thanks to the generosity of our parents and carers who made contributions in 2024** parent and carer contributions have supported the provision of new student decodable readers, mentor texts for our students across all literacy programs, update our school's library books and resources and lease new student laptops across the school.

In 2025, we would like to purchase additional technology equipment to support teaching and learning in our classrooms and specialist programs and provide further high-quality literature materials to support our teaching and learning programs. We would also like to provide additional hands-on materials for classroom and specialist programs and specific materials to support our mathematics programs. Parent curriculum and other contributions also provide ICT devices, online subscriptions for our students, resources for wellbeing programs and first aid, along with school ground maintenance and improvements.

If you have not been able to make contributions, **please consider contributing to support the continued development and provision of high-quality programs, materials, and resources to support our students and assist them to reach their full potential.**

**Please note that Parent Payments can now be made at the same time you order a student book pack through Ross Office Supplies. Although parent payments must be made per student, a single payment can be made at the completion of your order for multiple students.**

You can also choose to make voluntary payments to Bimbadeen Heights Primary School via the school office anytime if this suits better.

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

Yours sincerely,

Adele Gregson  
Principal

Kate Rogers  
School Council President

## Curriculum Contributions and Other Contributions

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<i>Classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Classroom – e.g. shared stationery, paper, posters/charts, cooking ingredients, craft activities, (\$44)</i></li> <li>• <i>Art – e.g. paint, crayons, canvas, glitter, coloured paper (\$16)</i></li> <li>• <i>Mathematics – e.g. numeracy resources (\$5)</i></li> <li>• <i>English – e.g. readers (\$15)</i></li> <li>• <i>Sports – e.g. equipment (\$10)</i></li> <li>• <i>Music, LOTE, Library Resources (\$10)</i></li> </ul>	\$100
<i>Online subscriptions</i> <ul style="list-style-type: none"> <li>• <i>Essential Assessment</i></li> </ul>	\$20
<i>ICT devices – provision of devices from the shared classroom sets</i>	\$108
<i>Printing and photocopying of worksheets and learning materials</i>	\$7
<b>Total Curriculum Contributions</b>	<b>\$</b>

<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<i>Student and parent communication tool - Sentral</i>	\$15
<i>Student wellbeing programs</i>	\$5
<i>First aid equipment</i>	\$5
<i>School grounds maintenance and improvements</i>	\$20
<i>Library Books</i>	\$10
<b>Total Other Contributions</b>	<b>\$</b>

<b>Total of Curriculum Contributions and Other Contributions</b>	<b>\$</b>
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## Educational items for students to own – Year 2

Attached is a list of items that Bimbadeen Heights Primary School recommends you purchase from Ross Office Supplies for your child to individually own and use. See attached instructions.

Book packs ordered before 22nd November 2024 will be delivered to the school on 9<sup>th</sup> December 2024, at no charge, and will be sent home with your child that day. After this date you can still order book packs through Ross Office Supplies until the 7<sup>th</sup> February 2025 and they will be delivered to school on the 14<sup>th</sup> February, however these will incur a late fee of \$15.00. There is a \$9.95 packaging and handling fee per pack.

**Note: Please make sure you order the pack for the year level your child is in for 2025.** This year the quantity of each item recommended by the teachers, can be edited if you own some of the items already. The Bimbadeen diary and reading book cannot be purchased elsewhere.

**Total : \$ 99.01**

Code	Image	Product	Unit	Price	Qty	New Qty
7029982		FABER-CASTELL 1111 SCHOOL WRITING PENCILS 2B	EACH	\$ 0.20	12	<input type="text" value="12"/>
7113310		WESTCOTT ANTIMICROBIAL SCISSORS 152MM RED	EACH	\$ 1.50	1	<input type="text" value="1"/>
W300		RULER WOODEN 30CM	EACH	\$ 0.55	1	<input type="text" value="1"/>
7115309		SPLASH GRID BOOK 10MM 60GSM 48 PAGE A4	EACH	\$ 0.83	1	<input type="text" value="1"/>
7032642		WRITER PREMIUM EXERCISE BOOK DOTTED THIRDS 18MM 70GSM 48 PAGE A4	EACH	\$ 0.95	5	<input type="text" value="5"/>
7048218		CELCO ERASER PVC FREE LARGE WHITE	EACH	\$ 0.30	2	<input type="text" value="2"/>
7052748		FABER-CASTELL CONNECTOR PENS ASSORTED PACK 12	PACK 1	\$ 4.50	1	<input type="text" value="1"/>
7032713		BEST BUDDIES MEGA SCRAPBOOK 100GSM 64 PAGE 330 X 240MM	EACH	\$ 1.35	3	<input type="text" value="3"/>
MA4B		OSMER MESH PENCIL CASE A4 360 X 270 CLEAR BLUE ZIP	EACH	\$ 2.59	1	<input type="text" value="1"/>
7047796		STAEDTLER 185 NORIS COLOUR PENCILS ASSORTED BOX 12	BOX 1	\$ 3.52	2	<input type="text" value="2"/>
TIC12		EC TWIST-IT CRAYONS 12 COLOURS	PACK 1	\$ 3.95	1	<input type="text" value="1"/>
7005772		BOSTIK GLU STIK 35G	EACH	\$ 2.48	4	<input type="text" value="4"/>
PRM513PCR		MICADOR PC RECYCLED BARREL SHARPENER 2 HOLE	EACH	\$ 1.25	1	<input type="text" value="1"/>
7076353		RAZORLINE CLIPFOLDER PVC A4 GREEN	EACH	\$ 3.00	1	<input type="text" value="1"/>
7071680		INITIATIVE HIGHLIGHTER CHISEL YELLOW	EACH	\$ 0.50	2	<input type="text" value="2"/>
594LB		BIMBADEEN PRIMARY SCHOOL READING DIARY 1	EACH	\$ 12.00	1	<input type="text" value="1"/>
594RB		BIMBADEEN PRIMARY SCHOOL READING BOOK 2	EACH	\$ 16.00	1	<input type="text" value="1"/>
9781741250893		VICTORIAN TARGETING HANDWRITING STUDENT BOOK 2	EACH	\$ 18.95	1	<input type="text" value="1"/>
7013453		FABER-CASTELL RED CHECKING PENCIL	EACH	\$ 0.40	3	<input type="text" value="3"/>
M3417B		OSMER LARGE MESH PENCIL CASE 340 X 170 CLEAR BLUE ZIP	EACH	\$ 2.95	1	<input type="text" value="1"/>

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

*Bimbadeen Heights Primary School* 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. These are provided on a user-pays basis throughout the year.

*The cost of extra-curricular items and activities will be advised throughout the year.*

Extra-Curricular Items and Activities	Amount
School magazine/ yearbook	TBA This will be due in term 4 2025
Other Optional Incursions and Excursions	Pay as you go throughout the year. Approximately \$120 per year
School Photographs	TBA

\*Please note that additional charges may arise during the year and optional fundraising activities are not listed

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities through Centrepay

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

Adele Gates

Ph: 03 9726 9989 | Email: [adele.gates@education.vic.gov.au](mailto:adele.gates@education.vic.gov.au)

**If you would like to pay Voluntary Contributions at the school office instead of online through Ross Office Supplies, please return this page to the office before 18th December 2024.**

**Please note that a separate parent payment form must be completed for each child for their year level in 2025**

### **Total**

Category	Totals
Curriculum Contributions	\$
Other Contributions	\$
Education items for students to own	Purchase through third party provider
Extra-Curricular Items and Activities	Pay as you go throughout the year as they arise
<b>Total</b>	<b>\$</b>

*(Non-tax deductible)*

### **Payment Methods**

**Student name:** \_\_\_\_\_ **Year level 2025:** \_\_\_\_\_

**PAYING AT THE OFFICE**

**CREDIT CARD PAYMENT**

Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_ Name as appears on Card: \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_ Preferred date \_\_\_\_\_

**DIRECT DEPOSIT PAYMENT – CBA**

Bimbadeen Heights Primary School

BSB: 063 093 Account: 10001821

Description: \_\_\_\_\_

(Please ensure you enter your child's surname in the description and return this form to school).

### **Refunds**

Please see the Bimbadeen Heights refund policy on the school website

[www.bimbadeenheightsps.vic.edu.au](http://www.bimbadeenheightsps.vic.edu.au)

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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information.



## 2025 BOOKLISTS

Open for ordering **Wednesday 14 October 2024**

Last day for ordering **Friday 22 November 2024**

*STUDENT BOOK PACKS ORDERED BEFORE FRIDAY 22 NOVEMBER WILL BE DELIVERED TO SCHOOL AND HANDED TO STUDENTS IN THE CLASSROOM on MONDAY 9 DECEMBER 2024.*

*LATE ORDERS WILL BE DELIVERED TO SCHOOL on 14 FEBRUARY 2025.*

### ORDER ONLINE



**1. Go to Booklist Website**

[booklist.officebrands.com.au/croydon](http://booklist.officebrands.com.au/croydon)

- Enter School Access Code: **bhps25**
- Select: Create an Order

**2. Enter Details** (Separate orders are required for each student but with single payment on completion.)

- Enter your child's name and select their year level for **2025**.

**3. Create your order**

- School predefined quantities for each product are displayed but can be adjusted if required.
- When finished, click on Add to Cart  
Review your order; (click on Edit Order if required).
- Select Checkout or Add another Student

**4. Checkout**

- Enter your details.
- Delivery / Collection Details; please select Collect at School.
- Click Next.

**5. Select payment type and submit your order**

An order confirmation will be sent to the email address on your order.

#### **IMPORTANT INFORMATION**

*\*Late orders will be accepted after 22 November 2024 but will incur a \$15 late fee. Late orders will be delivered to the school on Friday 14 February 2025 so Please do not delay.*

We are here to help. Any problems just call us on 03 9839 8400

**Booklists by ROSS OFFICE SUPPLIES. 11 Lacey Street, Croydon, VIC 3136**

# 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.