10th October 2022

Dear Families

Croydon Special Developmental Schoolis looking forward to another great year of teaching and learning and would like to advise you of Croydon Special Developmental School’s voluntary financial contributions for 2023.

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 you 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.

Croydon Special Developmental School is endorsed as a Deductible Gift Recipient under the *Income Tax Assessment Act 1997 (Cth)* with the result that any donations made by you will be tax deductible. To be tax deductible, your donation needs to be made voluntarily. We have suggested an amount to be contributed under “Curriculum Contributions” and “Other Contributions” below, but please feel free to contribute an alternative amount. Amounts paid under “Extra-Curricular Items and Activities” are not donations and are not tax deductible.

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

Yours sincerely,

Christine Pillot Rebecca Gilmore

Principal School Council President

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| **Curriculum Contributions** - items and activities that students use, or participate in, to access the Curriculum-Secondary | **Amount** |
| ***Classroom consumables, materials & equipment***   * Art – paint, crayons, canvas, glitter, coloured paper etc. $40.00 * Classroom Reqs-Scrapbooks, Glue sticks, pencils etc $20.00 * Food Tech – food ingredients such as flour, oil, sugar, eggs, vegetables $60.00 * Sensory items $20.00 | $140.00 |
| ***Online Subscriptions***   * Boardmaker ($xx) * Reading Eggs * Math Seeds * Sunshine Online Classics * Choose it Maker 3 | $30.00 |
| ***ICT Devices – provision of devices from the shared classroom sets*** | $10.00 |
| ***Communication tools - PODD books, assistive technology devices, displays*** | $20.00 |
| ***Printing and photocopying of worksheets and learning materials*** | $10.00 |
| **Total Amount** | **$210.00** |
| **Other Contributions -** for non-curriculum items and activities | **Amount** |
| **First aid and hygiene equipment** | $20.00 |
| **School grounds maintenance and improvements** | $160.00 |
| **Total Amount** | **$180.00** |

**Secondary School**

**Extra-Curricular Items and Activities**

Croydon Special Developmental Schooloffers 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.

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| **Extra-Curricular Items and Activities** | **Amount** | **Purchase**  **(Please tick)** |
| Camps and excursions to be scheduled | TBA |  |
| **Total Extra-curricular Items and Activities** | | **$** |

### Financial Support for Families

Croydon Special Developmental Schoolunderstands that some families may experience financial difficulty and offers a range of support options, including:

* the Camps, Sports and Excursions Fund
* State Schools Relief
* School Breakfast Clubs
* Commonwealth Government has a range of supports that are available through Centrelink.

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

Christine Pillot or Val Maher

Ph: 03 9725 4933 | Email: croydon.sds@education.vic.gov.au

**Total**

|  |  |
| --- | --- |
| **Category** |  |
| Curriculum Contributions | $210.00 |
| Other Contributions | $180.00 |
| Extra-Curricular Items and Activities | $ TBA |

### Payment methods

### Cash or Card at the school Administration Office or

Direct Credit to the school’s bank account.

Bank: Commonwealth Bank

BSB: 063 124

Account No: 1012 4009

### 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**

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| --- | --- |
|  | 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. |

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|  | 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). |

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|  | 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. |

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|  | 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. |

