



Osborne Primary School 2655

120 Craigie Road, Mt Martha, Victoria 3934 Tel: (03) 5975 1792
 Email: osborne.ps@edumail.vic.gov.au Web: www.osborneps.vic.edu.au
 ABN 41 613 786 711

Dear Parent/Guardian,

Osborne Primary School is looking forward to another great year of teaching and learning and would like to advise you of Osborne Primary 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 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, this support has allowed us to deliver a wider offering of subjects and special curriculum experiences as well as enjoyable and safe buildings and grounds. Past, present and future students have and will benefit from the contributions families make to the school. Examples are outlined in the following table.

Curriculum and Extra Curricula	Playground	Buildings
<ul style="list-style-type: none"> Well-resourced specialist programs for Art, Music, PE, STEM and LOTE Substantially resourced Mathematics room which includes hand on activities, games, etc. Extensive library books Individual Class and Year level Take Home Reader libraries Lunchtime clubs Interactive TV's in all classrooms Whole school Yoga device program Class sets of headphones Kitchen program Garden program Team uniforms to represent OPS during interschool sport Enhanced digital learning opportunities Fibre update to ensure faster wifi and internet 	<ul style="list-style-type: none"> Reseeding the oval Oval irrigation and soft fall Blue Volley ball court Blue Basketball court Play Pods Fencing program to secure the school Bike Shed Outdoor seating Balance Garden Colourful and fun line marking on asphalt Undercover seating Multiple outdoor stages Designated Foundation playground and sandpit Designated Year 1 playground Multiple playgrounds around the oval Soccer and football goals 	<ul style="list-style-type: none"> Refurbishment of whole school student furniture Air-conditioning in most classrooms Additional toilet block above entitlement On-going maintenance program Designated Instrumental rooms Outdoor Art room

In 2023 Osborne Primary School, with the support of parents, we will continue to enhance the curriculum and extra curricula activities, upgrade playground equipment and complete stage one of the internal refurbishment of the Gallery over the portables.

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

Yours sincerely,

Brett Miller

Principal

Sarah Lawrence

School Council President

Educational items for students to own

Below is a list of items that the school recommends you purchase from Kookaburra Educational Resources for your child to individually own and use. These items have been selected by the Year 4 teaching team to assist your child to have the right equipment on hand and to be ready to learn at every lesson. Families are encouraged to purchase these items from Kookaburra Educational Resources to assist with the standard delivery and the quality of items, or families may choose to supply their own.

To order with Kookaburra Educational Resources:

Go to the website at www.kookaburra.com.au/login (do not register)

Username: OSBOR004 (the first 5 characters are alpha and the last 3 are numeric)

Password: Student23 (the first 7 characters are alpha, the last 2 are numeric)

Home Delivery: All orders will be delivered to your home address. Online orders will need to be received by Sunday 13th November to ensure delivery to homes by Friday 23rd December.

Qty	Description for Year 4 Items	Unit
1	Whiteboard Markers Bullet 2.9mm Asst	PK4
1	Micador Eco Highlighter Blue	EACH
1	Micador Eco Highlighter Green	EACH
1	Micador Eco Highlighter Pink	EACH
1	Micador Eco Highlighter Yellow	EACH
1	Micador Big Sharpener Double Hole Cylinder Plastic	EACH
1	Bantex Insert Ring Binder A4 25mm 2D White	EACH
2	Olympic Grid Book A4 10mm 96 pg	EACH
3	Scrapbook 330x245mm FSC Dark Purple 70gsm 64pg	EACH
1	Display Book A4 Refillable Matte Bottle Green	EACH
1	Display Book A4 Refillable Matte Light Blue	EACH
1	Display Book A4 Refillable Matte Yellow	EACH
1	Faber-Castell Colour Pencils	PK12
1	Kluwell My Home Reading Green Level (Middle)	EACH
1	Westcott Student Antimicrobial Scissors 178mm	EACH
1	Micador Fine Tip Markers Asst	PK12
1	Celco Name Pencil Case 350 x 180mm 2 Zip Red	EACH
3	STAEDTLER School Eraser Plastic Large	EACH
1	Bantex Document Wallet Manilla Foolscap Blue	EACH
4	Papermate Inkjoy 100 Clear 1.00mm Pen Blue	EACH
2	Papermate Inkjoy 100 Clear 1.00mm Pen Red	EACH
10	STAEDTLER Tradition Graphite Pencil HB	EACH
1	Olympic Exercise Book 225 x 175mm Dotted Thirds 48 pg	EACH
2	Bantex Wooden Ruler 30cm Polished	EACH
4	STAEDTLER Red Correction Checking Pencil	EACH
2	Kookaburra Glue Stick 35g PVP	EACH
1	Targeting Handwriting VIC 4 Student Book	EACH
1	Whiteboard Eraser Magnetic Small Asst	EACH
1	Dividers A4 Polypropylene 5 Tab Multi Colour	EACH
4	Bantex Sheet Protectors A4 Economy	PK10
9	Olympic Eco Exercise Book A4 14mm Dotted Thirds 64 pg	EACH
1	A4 Document wallet with button closure	EACH

Extra-Curricular Items and Activities

Osborne 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.

Information will be distributed once staff have confirmed the activities to be offered in 2023.

Extra-Curricular Items and Activities

Optional Instrument Program (drums, guitar, keyboard)

Students may have individual or group lessons, during class time, recess or lunchtime. Payment is made directly to the instrumental instructor and is based on \$33 per lesson. There may be a waiting list for some instrumental sessions.

Extra-Curricular Items and Activities, continued

Optional Year 4 school camp. Details of any 2023 camp are still to be confirmed. This exciting, adventure based camp is tentatively booked for Camp Manyung in May 2023. The estimated cost is \$320 - \$350.

Financial Support for Families

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

Uniforms Second Hand Uniform Shop

In order to support families with the costs of uniform the school operates a second hand school uniform shop. Parent volunteers from our fundraising group Friends of Os coordinate this activity. Families donate quality uniform items which are no longer required, and these garments are offered to the school community for a nominal price. Second hand uniform sales are advertised in the fortnightly newsletter. All proceeds from second hand uniform sales are used to assist students with families in financial distress to attend excursions and other events.

Uniforms State Schools' Relief

State Schools' Relief may cover the cost of new uniforms and shoes for underprivileged students. State Schools' Relief can only respond to assistance requests from the Principal (or Principal's delegate). Parents or carers who are struggling to provide their child's uniform will need to contact the school to discuss their individual situation.

Books and Stationery

Each year the school compares stationery prices across a number of suppliers. The school selects the supplier based on cost, quality and an ability to deliver all items in the required timeframe. The school utilises a low cost supplier and takes advantage of our large student population making the prices very competitive. The selection of stationery items are made by the student's year level teachers for the quality and durability as well as value for money. The teaching staff have reviewed and reduced the list of stationery items to ensure each item is necessary for student learning. Some items are carried forward to the next year level, just as some items will be carried forward from this year for students to continue to use in 2023. The school does not receive a commission from the stationery supplier ensuring the best price for families.

Camps, Sports, Excursions Fund (CSEF)

CSEF provides payment for eligible students to attend activities such as school camps, school organised sport and other school excursions. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. This allowance is paid to the school and held in the family account to be offset against eligible events. In 2022 the allowance for Foundation to Year 6 was \$125 per eligible student. We are expecting the allowance will be \$125 per eligible primary student in 2023.

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

Ph: 03 5975 1792 | Email: Osborne.ps@education.vic.gov.au

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.

Child's Name	
Child's Current Grade	Eg 3HH

2023 Parent Payment Request Form

Please return this page by Wednesday 30th November

Curriculum Contributions - (Voluntary) items and activities that students use, or participate in, to access the Curriculum	Amount
Year 4 classroom consumables, materials & equipment <ul style="list-style-type: none"> • Visual Art – paint, crayons, canvas, glitter, coloured paper (\$12) • Performing Arts – musical instruments (\$5) • Science – batteries, electronics, chemicals, (\$5) • Mathematics – numeracy games, protractors, measuring blocks, (\$5) • English – book boxes (\$8) • Sports – equipment (\$10) 	\$45
Year 4 Online Subscriptions <ul style="list-style-type: none"> • Mathletics (\$13) • Reading Eggs(\$12) • Lexile (\$12) 	\$37
Year 4 ICT Devices – provision of devices from the shared classroom sets including iPads, Yoga computers and overhead headphones.	\$50
Year 4 Printing and photocopying of worksheets and learning materials	\$10
Year 4 Kitchen Garden Program Consumables including food ingredients and seedlings	\$25
Year 4 Whole school events include <ul style="list-style-type: none"> • House Cross Country • House Sports Day • Footy Colours Day • End of Year Concert 	
Other Contributions - (Voluntary) for non-curriculum items and activities	Amount
Playgrounds maintenance and improvements	\$15
First Aid supplies and additional staff training in first aid	\$12
Tax deductible contributions	
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. In previous years families have generally donated around \$40	\$..... Tax-deductible
Total Amount	\$



Child's Name	
Child's Current Grade	Eg 3HH

2023 Parent Payment Request Form

Please return this page by Wednesday 30th November

Total

Category	Totals
Curriculum Contributions (Voluntary)	\$
Other Contributions (Voluntary)	\$
Total	\$

Payment methods

Payment Method Option 1:			
Pay in full by Wednesday 30th November			
Payment is accepted via Credit, Debit Card or via Compass			
Credit Card	<input type="checkbox"/> Mastercard <input type="checkbox"/> Visa <input type="checkbox"/> Compass Credit Card payments will be processed when the booklist is received		
	Please Charge my credit card	Name on Card	
	\$.....		
	Credit Card Number	_____	
Expiry Date	____/____	Security Code	_____
Debit Card	You may pay eftpos at office.		
Compass Or Bank Transfer	Contact the office if you would prefer to pay by Compass or by Bank Transfer directly into the school bank account.		
Payment Method Option 2:			
Please contact the school office if you would like an alternative payment timeline, for instance, if you would prefer to contribute in February 2023.			