



PARENT PAYMENTS – PREP 2021

Dear Parents,

Seville Primary School is looking forward to another great year of teaching and learning and would like to advise you of our parent payment arrangements for 2021.

Please find the fee schedule for Prep attached. **Before payments can be made we ask you to please first complete the Compass Insights question** regarding payment method by 20 November 2020 so the school can prepare accordingly.

Book Packs, Essential Student Learning Items and Optional Items for your child are outlined on the following pages and we continue to welcome your voluntary contributions for 2021. Payment methods available can be found on page 3 of this document.

Financial Support for Families

Seville Primary makes every effort to keep the cost of items and activities to a minimum and affordable for all parents but we understand that some families may experience financial difficulty and offer a range of support options, including:

- the Camps, Sports and Excursions Fund
- Individualised Payment Plans

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

Lee Nolan or James Burnside
Ph: 5964 4557 | Email: Seville.ps@education.vic.gov.au

Yours sincerely,

A handwritten signature in black ink that reads 'Burnside'.

James Burnside
PRINCIPAL

A handwritten signature in black ink that reads 'MSL'.

Nicole Shore
SCHOOL COUNCIL PRESIDENT

Book Packs

Book Packs are available to purchase through Ross Office Supplies and consist of *Essential Items** your child will require in the classroom and *Required Items* for additional resources. *Required Items* may be substituted with your own equivalent product but must be sent in with your child on the first day of school.

Please see attached flyer for instructions on ordering through Ross Office Supplies.

***NOTE:** It is our recommendation that all *Essential Items* be purchased through Ross Office Supplies to ensure all students are using the same products to assist with class organisation. If parents/guardians choose to provide equivalent materials themselves, this should be done in consultation with the classroom teacher, and items should meet the specifications provided by the school. Book pack content lists are available from the Ross Office Supplies website.

Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum and the school is permitted to charge parents for.

Essential Student Learning Items	Amount
Curriculum Consumables where students take possession of the finished product e.g. paint and craft supplies for Art and classroom activities, cooking ingredients, stationary for specialist subjects etc. <i>(A full detailed list is available from the office upon request.)</i>	65
Auslan Picture Dictionary Vol 1	35
Digital Learning	
	<i>Essential Assessment</i> 15
	<i>Reading Eggs</i> 15
Health Education Incursion – Life Education	17
TOTAL	\$147

Optional Items

Seville Primary offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child and will be advised throughout the year.

Some of the additional school charges that may arise during the year are:

- Camps
- School Photographs
- Excursions / Incursions
- Swimming Program
- Grade 6 Graduation

Voluntary Contributions

Seville Primary continues to welcome your voluntary contributions to support our school.

You can make an ICT voluntary contribution that goes towards updating classroom devices for improved device to student ratios. The suggested amount per family is \$25.

Payment Methods

Book Packs

Payment in full through Ross Office Supplies by 26 November 2020 (to avoid a late fee).

If you are experiencing financial difficulties please contact the office BEFORE this date to discuss alternative arrangements.

Essential Student Learning Items & Voluntary Contributions

Payment in full through Ross Office Supplies when purchasing Book Packs.

OR

A set Payment Plan through Compass Course Confirmations as follows;

25% due on 29 January 2021

25% due on 26 February 2021

25% due on 26 March 2021

25% due on 23 April 2021

OR

A individualise payment plan set up in Compass. Please fill in attached Compass Payment Plan and return to Lee in the office. Payment Plan also available in Compass School Resources

OR

Payment in full via BPAY by 29 January 2021

*Please advise us of your anticipated payment method by **completing the Compass Insights question** by 20 November 2020 so the school can prepare accordingly.*

Refunds

Please refer to our Refund Policy on the Seville Primary website at <http://www.sevilleps.vic.edu.au/school-documents.html>

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