



Parent/Carers Payment Arrangements 2025

Dear Families,

Myrrhee Primary School is looking forward to another great year of learning and teaching and would like to advise you of our voluntary financial contributions for 2025.

Myrrhee Primary School makes every effort to keep costs and the number of items that need to be purchased to a minimum. To ensure all students have access to a free, high-quality education in all curriculum areas, the school provides all textbooks, access to computers and iPads, class materials and necessary stationery for all students.

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.

In 2025 there are three distinct areas of contribution which parents and guardians can contribute towards. They are curriculum contributions, other contributions and extra-curricular items and activities. The document attached is a guide to assist parents and guardians in making decisions as to how they want to contribute to their child's education. We hope that by communicating with all families we continue to build our strong culture of assistance and that there is complete transparency in the process.

You will need to pay for extra-curricular excursions, such as major excursions, during the year because the costs of those excursions are not considered voluntary and are as such optional. Where practical we will provide parents with as much time as possible to budget for all expenses.

Parents/carers will not be invoiced for voluntary payments. Instead, upon payment you will receive a receipt. Invoices however will be created for extra curricula items and activities (where necessary).

For further information on the Department's Parent Payments Policy please see a one-page overview attached. If you have any questions, please contact the school and we are happy to assist.

Yours sincerely,

Emma Moir
Principal



MYRRHEE PRIMARY SCHOOL

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum (VOLUNTARY)

Curriculum Contributions	Amount
Provision of all resources associated with student requisites	\$200
Local Excursions and Swimming (Transport)	\$100
MACC and MARC Van resources	\$60
Other Contributions - for non-curriculum items and activities	Amount
Nil	
Total Amount	\$360.00

Extra-Curricular Items and Activities

Myrrhee Primary 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. Previous years have included Grade 3/4 Camp to 15 Mile Creek (\$135), Grade 4/5/6 Ski Camp (\$300) and Sleepover/Fun Day (\$50). Specific activities and costs are approved, passed and confirmed by the school council in 2025.

Financial Support for Families

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

- Camps, Sports and Excursions Fund (CSEF)
- School Saving Bonus (SSB)
- Payment Plan options for all voluntary contributions

For a confidential discussion about these support services, please contact our principal, Emma Moir on 03 5729 7524 or email emma.moir@education.vic.gov.au

Payment methods

In 2025, as mentioned above parents/carers will **not** be invoiced for the voluntary areas of curriculum contributions and other contributions. A receipt however will be given upon any voluntary payment. Parents and carers will be invoiced for all extra-curricular activities.

Parents/carers are able to pay by cash or by Electronic Funds Transfer (preferred):
Myrrhee Primary School – Account number: 1008 9142 – BSB: 063-531. Please include your family name as the reference.

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.



MYRRHEE PRIMARY SCHOOL

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes
- Discussed at staff briefings/meetings as required
- Discussed at parent information nights/sessions
- Reminders in our school newsletter
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

Myrrhee Primary School policies and documents can be found at <https://www.myrrheeps.vic.edu.au>

POLICY REVIEW AND APPROVAL

Policy last reviewed	December 2024
Approved by	The Principal and School Council
Next scheduled review date	Before November 2025

*The minimum review cycle for this policy is annually.

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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.