



**Narracan Primary School**  
 Acting Principal: Monique In der Maur  
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## 2024 Parent Payment Schedule

**Student Name:** .....

Curriculum Contributions	Amount
Items and activities that students use, or participate in, to access the Curriculum	
<p>These contributions directly support a number of important curriculum areas and programs that we offer including</p> <ul style="list-style-type: none"> <li>class sets for vital numeracy manipulatives (MAB, playing cards, trundle wheels, counters, protractors etc.)</li> <li>critical literacy resources (guided reading books, take home readers, dictionaries etc.)</li> <li>the maintenance and repair of musical instruments</li> <li>replacement of sporting equipment</li> <li>purchasing of inquiry and science resources</li> <li>kitchen garden program and animal feed and care</li> <li>purchasing of art supplies and resources</li> <li>LOTE program resources</li> <li>printing and photocopying of worksheets and learning materials to learn in class and at home</li> </ul>	\$45
<p><b>Online Subscriptions</b></p> <ul style="list-style-type: none"> <li>Essential Assessment, Seesaw, PM Readers, Progressive Assessment Testing</li> <li>Compass - to support attendance including sickbay, report writing, purchase orders (inc the tracking of student academic and wellbeing data)</li> </ul>	
<p><b>Information Technology</b></p> <ul style="list-style-type: none"> <li>software and provision of devices including laptops and ipads from classroom sets.</li> </ul>	
<p><b>Swimming Program</b></p> <p>Entry and bus travel for swimming lessons (6 visit program - all students)</p>	\$TBA
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<p><b>Student wellbeing programs and chaplaincy</b></p> <p>We support individual student well-being, this includes the engagement of external professionals on a needs basis. Your contribution supports us in developing our knowledge of the many different student needs and the best approach to assist them and their families.</p>	\$15
<p><b>First aid</b></p> <p>The school provides first aid consumables to treat students and to meet student health needs when at school, on excursion and camp.</p>	
<p>School grounds maintenance and improvements to keep the school looking its best</p>	

**Educational items for students to own (Booklist)**

Below is a list of items that the school will provide (from WINC) for your child to individually own and use. Or if you wish you may purchase these at your own cost.

Item	Specifications	\$
<b>Student Individual Packs</b>		
1	<i>Booklet Targeted Handwriting (year level appropriate)</i>	\$70
6	<i>Exercise Books 64 pages (year level appropriate)</i>	
4	<i>Scrapbooks (for junior class only)</i>	
1	<i>Display Book A4 refillable 20 pocket clear</i>	
1	<i>Pencils – Staedtler 2B junior grey lead - pk12</i>	
1	<i>Pencils – Teter Mek Maxi Coloured – pk12</i>	
3	<i>Whiteboard Marker Black</i>	
2	<i>Glue sticks (Bostik or UHU only)</i>	
1	<i>Micador Colourfun Markers pk12</i>	
1	<i>A4 Protex Mesh Pouch with Note Holder</i>	
1	<i>FOR ART – A4 Teter Mek Visual Diary Spiral 120 pages</i>	
2	<i>Premium Exercise Book A4 Grid 10mm 96 pages (for senior class only)</i>	
1	<i>Clear plastic ruler 30 cm</i>	

<b>Total Contributions</b>	<b>\$130 for child 1 &amp; 2</b> <b>\$75 child 3 +</b>
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### Extra-Curricular Items and Activities – provided on a user-pays basis

Narracan 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. If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school at your earliest convenience.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Whole school Interschool athletics carnival at Joe Carmody Track Moe	\$10	
Term 1 Excursion Bus Fee - entry and transport (\$20 per child, \$5 for 3rd + children)	\$80 for child 1 & 2  / \$20 for child 3+	
Term 2 Excursion Bus Fee - entry and transport (\$20 per child, \$5 for 3rd + children)		
Term 3 Excursion Bus Fee - entry and transport (\$20 per child, \$5 for 3rd + children)		
Term 4 Excursion Bus Fee - entry and transport (\$20 per child, \$5 for 3rd + children)		
Optional senior class camp (Yr 3- 6)	TBC	
<b>Total Extra-curricular Items and Activities</b>		\$

### Bus Fees

Narracan Primary School offers an optional bus service to the Moe and Newborough area. These are provided on a user-pays basis. Costs set by the School Council for bus travel in 2023 are \$20 per week per child, regardless of the number of times travelled in the week, third and subsequent children are charged \$5 per week. If you would like to purchase bus travel for your child, please indicate on the table below and return this to the school at your earliest convenience.

Bus Fees	Amount	Purchase (Please tick)
<ul style="list-style-type: none"> <li>Term 1 Bus Fee (9 weeks - \$180 for 1 &amp; 2 child, \$45 for 3<sup>rd</sup> +)</li> <li>Term 2 Bus Fee (11 weeks - \$220 for 1 &amp; 2 child, \$55 for 3<sup>rd</sup> +)</li> <li>Term 3 Bus Fee (10 weeks - \$200 for 1 &amp; 2 child, \$50 for 3<sup>rd</sup> +)</li> <li>Term 4 Bus Fee (11 weeks - \$220 for 1 &amp; 2 child, \$55 for 3<sup>rd</sup> +)</li> </ul>		
<b>Casual Bus Use</b> Rates for casual users are \$2 per trip or \$4 for a return trip	\$2/\$4	

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund CSEF (currently \$125 per student) for eligible families that hold a current Health Care or Pension Card
- State Schools Relief (SSR) an organisation which provide support for school shoes, uniforms including sports clothes, school bags, sunhats, bathers, socks, etc.
- Automated contribution plans eg \$30 per fortnight, using either direct debit, Centrepay or BPAY. See further information below.
- Conveyance Allowance – this is an allowance to assist parents/carers with the travel costs of students to and from school where the **nearest** government school or distance to a contract bus service is **greater** than 4.8kms.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact either the Acting Principal or the Business Manager Ph: 03 5634 8215 or email:

[Narracan.ps@education.vic.gov.au](mailto:Narracan.ps@education.vic.gov.au)

### Total

Category	Amount
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$
Bus Fees	\$
<b>Total</b>	<b>\$</b>

### Payment methods

1. Our preferred payment method is by **direct debit (EFT)** however, we also accept cash. Narracan Primary School **BSB 063 521 Acct No 100 628 42**. Please use the parent first initial and surname as the reference eg P Smith.  
OR

2. **Automated Contribution Plan**

As a way of making contributions easier, we offer to all families to establish an automatic contribution plan at the beginning of the year. These can be tailored to your situation, with one of the three following options available:

Yes, can the Business Manager please organise a payment plan using:

direct debit;

BPAY; or

Centrepay.

### Refunds

Narracan Primary School will provide a direct debit refund into the parent's preferred bank account within 14 working days. The parent will be advised by email after the refund has been made.

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.