Dear Parent,

The attached pages provide you with details and guidance on the management of our ‘School Charges and Booklist’ program for 2014. The ‘Charges and Book List’ program has undergone its annual review with School Council in preparation for the coming year. There are always changes from year to year.

The Government provides parents and schools with particular funding that is to be used in specific areas to meet the educational needs of children.

Should there be particular issues that you wish to discuss in relation to this program, you are encouraged to contact me for an appointment.

Jason Lee
Principal

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PART 1: School Requisites

**Essential Education Items:** These are items parents and carers pay the school to provide as outlined by the Department of Education and Early Childhood Development. Part 2 indicates the items we require parents and carers to pay for.

Careful consideration has been given to the overall booklist and associated costs per student. Costs have been kept to a minimum and can be found on the attached School Requisites Form.

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PART 2: School Charges

School Council has decided to differentiate the costs associated with the Excursion Levy. One charge will relate to performances and the other sports events (see below).

A. **Arts & Cultural performances**
   This is a compulsory charge.
   
   $20.00

B. **Sports Events Charge (Prep to 6)**
   This is a compulsory charge. To minimise the number of monetary requests for sporting trips and events throughout the year parents have the opportunity to pay an amount of $65 up front to cover these. Most students will need to spend this entire amount on our compulsory core events; swimming and the gymnastics program. Some students will elect to participate in other sports activities which will be an additional cost. They will then pay for these as required.

   $65.00

C. **Curriculum Charge**
   This is a compulsory charge. The school receives some funding directly from the government for curriculum program support. However not all needs are addressed and schools are permitted to apply charges to cover costs for materials such as those listed below.
   
   - General classroom needs: Items the children will take possession of
   - Stationery not covered within the Booklist
   - ICT/Computer program and printing costs
   - Costs for Specialist Programs materials & equipment (Visual Arts, Performing Arts)

   $25.00
D. **School Camp & Major Excursions**
The next School Camp will be held in 2014. Because of the challenges with planning, organisation and the related costing process, costs associated with school camps and major excursions are not included. Information specific to each camp/excursion will be communicated to you early in 2014.

E. **Netbook Program (Grade 3-6 only)**
The 1 to 1 netbook program is a crucial part of our teaching and learning. Over the past 4 years students have had the option to lease a netbook. The arrangement has required parents to pay $100 for students to have access 24/7. From 2014 students in grade 3-6 will have access to their own personal netbook but will not be able to take it home, unless directed by the classroom teacher. The cost for access to their personal netbook will be $30 (less than a dollar a week). If the netbook is damaged in a way which is found to wilful or careless a repair cost will be expected. If the netbook malfunctions the school will cover the cost with no excess charge like in previous years. Families will be provided with comprehensive documentation detailing the user agreements at the beginning of the 2014 school year.

| Grades 3-6 | $30.00 |

**Note:**
- A summary of costs in relation to the School Charges is included.
- Please complete all details on the page provided for each of your children.
- The School Requisite form must be returned to school between Wednesday January 29<sup>th</sup> and Friday January 31<sup>st</sup> 2014.
- If any aspect of this program presents a financial hardship for any family, confidential arrangements may be made with the Principal to address these concerns.

**PAYMENTS OF SCHOOL CHARGES**
Payment arrangement can be made in 2014 as indicated below.

- **Wednesday January 22<sup>nd</sup>** Student Charges can be paid and/or E.M.A. forms can be completed (please note you will need your Health Care Card to complete this process).
- **Thursday January 23<sup>rd</sup>** Student Charges can be paid and/or E.M.A. forms can be completed (please note you will need your Health Care Card to complete this process).

Full or part payments need to be made by Friday February 28<sup>th</sup>. (If you elect to pay your student charges in two instalments final payment will be required by Friday August 29<sup>th</sup> - this will coincide with the 2<sup>nd</sup> E.M.A. payment).

- Parents in possession of a current Health Care Card and eligible for the EMA (Education Maintenance Allowance) may use this funding against the Booklist cost. Cards must be presented on the day of collection. EMA application forms can also be filled out at this time.

Please ensure you contact Jason Lee if you require clarification or wish to discuss any aspect of this dimension of our school program.