



**POINT COOK COLLEGE**

## **PARENT PAYMENT POLICY**

Dear parent/guardian of Prep,

Point Cook P9 College is looking forward to another great year of teaching and learning and would like to advise you of Point Cook P9 College's voluntary financial contributions for 2022.

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 college can offer the best possible education and support for our students. We want to thank you for all your support especially through our fundraising efforts. This has made a huge difference to our college and the programs we can offer.

Within our college this support has allowed us to offer wider subjects and special curriculum experiences, to set up Play Based Learning programs, to be a part of the Stephanie Alexandra Kitchen Garden, to upgrade our playgrounds, and the upgrade to the Learning Recourse Centre.

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

Yours sincerely,

Mandy O'Mara, Principal

8th September 2021

Monia Chaudry, President PCC Council

Approved & Endorsed by College Council

On 8<sup>th</sup> September 2021

Point Cook P9 College  
18-50 Ponsford Drive, Point Cook VIC 3030

[www.pcc.vic.edu.au](http://www.pcc.vic.edu.au)

(03) 8348 7100

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
<i>Prep classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Art – paint, crayons, canvas, glitter, coloured paper</i></li> <li>• <i>Science – chemicals</i></li> <li>• <i>Mathematics – numeracy blocks</i></li> <li>• <i>English – book boxes</i></li> <li>• <i>Sports – equipment</i></li> </ul>	\$157.99
<i>Prep Online Subscriptions</i> <ul style="list-style-type: none"> <li>• <i>Mathletics (\$9.00)</i></li> <li>• <i>Reading Eggs (\$8.00)</i></li> <li>• <i>Essential Assessment (\$8.00)</i></li> <li>• <i>Wuska (\$16.28)</i></li> <li>• <i>JAMF (\$8.00)</i></li> </ul>	\$49.28
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<ul style="list-style-type: none"> <li>• <i>Student wellbeing programs – Resilience Project</i></li> </ul>	\$25.00
<b>Total Amount</b>	<b>\$232.27</b>

**Total**

<b>Category</b>	
Curriculum Contributions	\$215.00
Other Contributions	\$25.00

## Educational items for students to own

Point Cook College carried out the 2022 Tender process for our Book Pack supplier and we are pleased to announce that Paperchase Office National successfully won the tender for 2022. Please find below the list of items that Point Cook College would like their students to purchase to assist in their learning for 2022.



# POINT COOK COLLEGE P-6 BOOKLIST

## PREP 2022

PLEASE SUBMIT ORDER ONLINE BY: 09-Jan-2022



### ONLINE ORDERING INSTRUCTIONS:

Ordering is fast, secure and convenient. Simply;

1. Go to <http://booklist.paperchase.com.au>
2. Enter this School Access code: **BTSPCCP6**
3. Click 'Create Order'
4. Enter student's name, select correct year level from the drop-down list and follow prompts to place your order

### STATIONERY PACK - Sold as a Pack only - items can not be altered

Qty	Code	Description	Unit
1	7023892	SCHOOL SCISSORS DELUXE RED HANDLE 135MM	EACH
1	7013564	MARBIG DISPLAY BOOK REFILLABLE 20 POCKET A4 GREEN	EACH
2	4000345	PICTOR PREMIUM A4 64 PAGE EXERCISE BOOK 24MM RULED 70GSM GEMINI	EACH
1	4000437	PICTOR COLOURED A4 64 PAGE GROUND / GRASS / SKY EXERCISE BOOK A4 DOTTED THIRDS 24MM PISCES	EACH
7	4000185	PICTOR MEGA SPACEBUDDIES SCRAPBOOK 100GSM 64 PAGE 330 X 240MM	EACH
2	4000413	PICTOR PREMIUM 330 X 240 64 PAGE STORY BOOK 24MM PLAIN/RULED 100GSM EXPLORERS	EACH
6	7013521	STAEDTLER NORIS CLUB JUMBO TRIANGULAR GRAPHITE PENCIL 2B	EACH
5	7005772	BOSTIK GLU STIK 35GM	EACH
2	7012407	FABER CASTELL TRI-GRIP COLOURED PENCILS PACK 12	PACK 1
1	7052748	FABER-CASTELL CONNECTOR MARKER PEN ASSORTED WALLET 12	PACK 1
2	7012809	CRAYOLA TWISTABLES CRAYONS 165MM PACK 12	PACK 1
1	7000200	MAPED SHAKER SHARPENER 2 HOLE	EACH
1	4010111	KLUWELL HOME READING JUNIOR LEVEL YELLOW LEVEL	EACH
1	7101575	CELCO LIBRARY BAG 290 X 370MM NAVY	EACH
1	7073683	QUARTET 2 SIDED LAP BOARD BLANK A4	EACH
1	7071693	INITIATIVE WHITEBOARD MARKER BULLET TIP BLACK	EACH
1	4028630	DOCUMENT WALLET A4 BUTTON CLEAR	EACH
1	7020985	MARBIG BOOK BOX LARGE BLUE	EACH
1	7008205	MARBIG PVC NAME PENCIL CASE 225 X 140MM ASSORTED COLOUR	EACH
1	4010001	PACKAGING: BTS BAG	EACH

Pack Price: **\$75.62**

### OPTIONAL ITEMS

1	5001100	CURRICULUM CONTRIBUTIONS - (General classroom materials and equipment, online subscriptions & Subject specific materials and equipment)	\$215.00
1	5001102	OTHER CONTRIBUTIONS - (Resilience Project – enhanced wellbeing support)	\$25.00

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## Payment Methods

- Through Paperchase while ordering book packs
- Course Confirmation (Compass Pay) – This payment method will take the whole amount
- BPAY - You can nominate to pay all or instalments of the Curriculum, Extra Curriculum and Other Contributions
- College Office – You are able to come to the office and pay via EFT.
- Centrepay

## Financial Support for Families

Point Cook P9 College understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund CSEF
- Flexible BPay Options
- Community Assistance

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

Ashley Stephens, Business Manager

Ph: 03 8348 7100 | Email: [Ashley.Stephens@education.vic.gov.au](mailto:Ashley.Stephens@education.vic.gov.au)

## Refunds

Parent requests for refunds are subject to the discretion of the college and made on a case-by-case basis. Refunds will be provided where the College 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.

Refunds will only be approved for the following circumstances:

1. The activity or excursion has been cancelled by the college; or
2. The College does not permit a student to participate or attend the activity or excursion due to suspension or behavioural consequence.
3. Serious injury/illness prevents the student from participating in the activity or excursion providing evidence through a medical certificate.
4. The Principal can make a decision based on their discretion if they believe the refund is fair and equitable.

In the event that the college has already paid for the service/item, a pro rata amount may be refunded (e.g. the bus cost is not refunded but the entry cost is refunded).

Refunds will only be processed upon the Parent/Guardian completing a Request for Parent Refund Form.

Refunds will only be made by Direct Deposit.

If an item or excursion is non-refundable this will be specified on the communication that Parents/guardians receive.

To View our College's [Full Refund Policy](#) please click.

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# 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.