



## Parent Payments Policy for 2026

Dear Parents and Carers,

University Park Primary School is looking forward to another great year of teaching and learning, and would like to advise you of University Park Primary School's voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the standard Victorian curriculum, and we want to assure you that all contributions are voluntary. University Park Primary School works strategically and collaboratively to ensure that every student experiences success in their learning and is a happy, thriving member of our community. **Parent contributions, approved by the School Council, and the ongoing support of our families ensure that our school can offer the best possible learning experiences and wellbeing programs for our students.**

Within our school, parent support has enabled us to offer a wide variety of curriculum experiences, including BluEarth, the Stephanie Alexander Kitchen Garden Program, student leadership development, enhanced digital learning, and various wellbeing initiatives such as Art Therapy.

**Your contributions can be made from December 2025 by returning the completed form to your child's classroom teacher.**

All Book Pack items will be distributed to Prep–6 students on the first day of school and as needed. This means **parents do NOT need to collect backpacks during the holidays.**

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

Kind regards,

A handwritten signature in black ink that reads "Natalie Cummaudo".

Natalie Cummaudo  
Principal

A handwritten signature in blue ink that reads "Stephen Pighin".

Stephen Pighin  
School Council President

## CURRICULUM CONTRIBUTIONS - Explanation of Charges

Items and activities that students use, or participate in, to access the Curriculum	Amount
<p><b>Core Curriculum Consumables</b> Items include:</p> <ul style="list-style-type: none"> <li>● general classroom consumables, stationery packs (including pencil cases and all required equipment), printing and photocopying</li> <li>● <b>Literacy</b> - workbook, Handwriting books, classroom library resources</li> <li>● <b>Numeracy</b> - workbook, maths equipment and resources</li> <li>● <b>Investigations</b> - workbook, materials and resources, including Showcase</li> </ul> <p><b>Specialist Curriculum consumables</b> Items include:</p> <ul style="list-style-type: none"> <li>● <b>Visual and Media Arts</b> - visual art diary, craft resources, paints, brushes, paper and other art resources</li> <li>● <b>Auslan</b> - student workbook, classroom consumables</li> <li>● <b>PE</b> - sports equipment and resources</li> <li>● <b>Performing Arts</b> - printing and photocopying, stage resources, music resources</li> </ul>	\$60.00
<p><b>Online Subscriptions and technology infrastructure</b> Items include:</p> <ul style="list-style-type: none"> <li>● Literacy Planet</li> <li>● Sunshine Online</li> <li>● Sounds Write (phonics) online resources</li> <li>● Athletics</li> <li>● Essential Assessment (My Numeracy)</li> <li>● Seesaw</li> <li>● ICT services, including JAMF</li> <li>● Provision of shared classroom devices, iPad licences and device maintenance</li> </ul>	\$100
<b>Total Curriculum Contributions</b>	<b>\$160.00</b>

Other voluntary contributions - for non-curriculum items and activities	Amount
<p>School grounds maintenance and improvements: - subsidised by the school</p>	Families can make a voluntary contribution

Extra-Curricular Items and Activities	Amount
<p>University Park Primary School 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. <b>These are provided on a user-pays basis.</b></p> <p>This includes incursions, excursions, swimming, camps, sports events and other celebrations. Cost and payment for these will be advised as they arise throughout the year.</p>	TBC
<p><b>2026 Swimming Program dates:</b></p> <ul style="list-style-type: none"> <li>● Grade 5/6 - Brimbank Aquatic Centre - Wednesday, 1st April 2026</li> <li>● Foundation to Grade 4 - Brimbank Aquatic Centre - Monday, 5th Oct to Friday, 9th Oct 2026</li> </ul>	TBC
<p><b>2026 Camp dates:</b></p> <ul style="list-style-type: none"> <li>● Grade 5/6 CYC Phillip Island - Wednesday, 10th June to Friday, 12th June 2026</li> <li>● Grade 3/4 Cottage by the Sea - Monday 17th August to Wednesday 19th August 2026</li> </ul>	TBC

## 2026 PARENT PAYMENT FORM

**Student Full Name:** ..... **Year**

**Level:** .....

**Sibling Name:** ..... **Year**

**Level:** .....

**Sibling Name:** .....

**Year Level:** .....

**Sibling Name:** .....

**Year Level:** .....

Category	Totals
Curriculum Contributions	\$160
Other Contributions ( <i>Non-tax deductible</i> )	\$
Extra-Curricular Items and Activities	\$ TBC
<b>Total</b>	<b>\$.....</b>

**Payment methods:**

Cash                       EFT                       Credit Card

\*Camps, Sports and Excursions Fund (CSEF) is available for parents who are holding a **valid 2026** Health Care Card/Pension Card. Funding can be used for Curriculum Camps/Excursions and Non-Curriculum Camps/Excursions.

**Refunds**

Parent requests for refunds are subject to the discretion of the school and are 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.

**Financial Support for Families**

University Park 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)
- State Schools Relief can assist with clothing and uniforms. Contact the office.
- The Smith Family Learning for Life program for eligible families, depending on availability.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact Mrs Natalie Cummaudo (Principal) on 9366 1356 or email [university.park.ps@education.vic.gov.au](mailto:university.park.ps@education.vic.gov.au)

# 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 that 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) so that parents can have a confidential discussion 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.

