



Thursday 22 October 2020

Dear Parents,

Exford Primary School is looking forward to another great year of teaching and learning and would like to advise you of Exford Primary School's parent payment arrangements for 2021.

Exford Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents. These are examples of potential costs:

- 2021 Essential Items Book Pack (compulsory)
- Excursion and Incursions (parent choice)
- School photos (parent choice)
- Other activities (parent choice)

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (available for Health Care Card holders)

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

Lisa Humplik Ph: 03 9743 5025 | Email: lisa.humplik@education.vic.gov.au

Payment Methods

- QKR** (our online payment system - please see attached guide)
- Credit Card** - complete credit details on the payment envelope provided
- Cash** (after Covid restrictions have eased)

Refunds

Refunds can be requested for activities not attended in the event of an illness or for compassionate reasons

- For example, an excursion to Melbourne Zoo / School Camp - the entry fee would be refunded, but not the travel costs or any pre-paid non-refundable deposits

For further information on the Department's Parent Payment Policy, please see the overview attached.

Yours sincerely,

Lisa Campo

Lisa Campo

Principal



Year Five Students

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. Exford Primary School also continues to welcome your voluntary contributions for 2021.

You are able to order the Student Back Pack through the Paperchase Office National parent payment portal by **Wednesday 13 January 2021** and it will be delivered to school on Wednesday 27 January 2021 - orders placed after Wednesday 13 January will be delivered at a later date. There is a range of payment options, including *ZipPay* (giving up to 12 months to pay). If you choose to purchase the items through another supplier, please note that you need to order identical items. Please see the attached 2021 Essential Items Book Pack list.

Essential Student Learning Items

Attached is the Book Pack stationary supplies for the everyday items your child will use in the classroom. Please order online with Paperchase Office National, as per the attached instructions.

Orders are to be placed with Paperchase Office National by **Wednesday 13 January 2021** for your child's individually labelled book pack to be delivered to their classroom ready for the start of Term 1, 2021. Orders placed after Wednesday 13 January will be delivered in February 2021.

Optional Items

Exford PS offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child, for example excursions, incursions, visiting performers, School Camps etc. Activity advice sheets will be issued, with consent and payment costs provided.