



YEAR 4

•LEARNING •RESPECT •TRUST •CARING •HONESTY •TOLERANCE

Dear Parents/Carers,

Morang South Primary School prides itself on the quality teaching, learning and wellbeing programs that it has in place. We endeavour to cater for the wide variety of needs and interests of all the students in our care, aiming to provide a rich, engaging curriculum and a supportive learning community.

We would like to advise you of the details regarding the school's 2025 financial contributions and stationery packs. These contributions allow us to provide fully resourced learning programs, including sports, the arts, science, inquiry, enhanced digital learning opportunities, a quality library collection, building and grounds improvements, and various special curriculum experiences. The stationery packs provide your child with individual day-to-day resources for use.

Our Morang South Primary School community is very proud of everything we work to achieve together. The MSPS School Council has approved the 2025 Parent Contributions and Stationery Pack costs, considering both the affordability and purpose of these financial costs.

Schools provide students with access to free instruction in provision of the standard Victorian Curriculum and as such contributions are voluntary. Nevertheless, the ongoing financial support from our families ensures that collectively our community makes a significant difference in the lives of our students by providing them with the best education, programs and support possible.

Yours sincerely,

A handwritten signature in black ink that reads "Jane Brayshaw". The signature is written in a cursive style with a long, sweeping tail on the final letter.

Jane Brayshaw  
Principal

A handwritten signature in black ink that reads "Dan Steadman". The signature is written in a cursive style with a long, horizontal tail.

Dan Steadman  
School Council President

## Parent Contribution payments

Our preferred method of payment is **via COMPASS**. The Parent Contribution payments can be made in full or via the featured instalment option of x3 payments at the start of Term 1, Term 2 and Term 3. If these payment arrangements present difficulties please contact the office to discuss alternative means and plans for your contribution.

Requests for refund are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school identifies it is reasonable and fair to do so, taking into consideration the relevant circumstances, details and costs that have been incurred.

## Stationery Packs



Stationery Packs have been made available through our preferred supplier [Rapid Office Supplies](https://schoolpacks.com.au/morangas) - (<https://schoolpacks.com.au/morangas>) for your child to individually own and use.

Please be sure to place your order before the cut off date, which is the 3<sup>rd</sup> of Jan, 2025.

To order your Stationery pack:

1. Select the year level required for order
2. Please ensure that the students' first and surname is entered
3. Select 'Add to Cart'
4. If purchasing more than one Student Pack, please select 'Continue Shopping', then click 'Home' in the top left corner of the screen, and follow the same procedure from step 3
5. Select 'Proceed to checkout'
6. Your total payment amount required will display on screen
7. Enter your email address
8. Please choose your check-out option – Credit/Direct Debit available. Ensure payment details are correctly entered
9. You will receive a payment receipt and an order confirmation to the email address you provided
10. Your child's pack/s will be delivered to the school for collection

A full list of these Stationery Pack items required for each year level has also been provided through Compass. This can be accessed by opening Compass in the browser, selecting the 'Community' icon along the top of the page, and clicking into 'School Documentation'. Please then locate the folder 'Stationery Pack Lists 2025' to download a pdf copy. Please speak with the office if you have any questions regarding items on this list.

## Pencil Case Essentials

Parents will be sent home a list of 'pencil case essentials' for students in Year 1 to 6 in 2025. Many of these items your child will already have from 2024, however parents are asked to check that any misplaced, broken or depleted items are replaced.

For Prep classes these 'pencil case' materials are included in the Prep Stationery Pack, and do not need to be purchased separately.

## Digital Devices

In 2025, Morang South Primary School will continue to operate a personal device program for Years 3 to 6. Parents of students currently in Year 2 who will enter Year 3 in 2025, were provided with information in Term 3 **via Compass** regarding the purchase of a personal device for their child, (please see the pinned post under *My News* for detail).



In 2025, any new Year 3 to Year 6 families are also invited to purchase **one of the specified personal devices** for their child to bring to school. Morang South Primary School has made special arrangements with a preferred supplier, *Learning with Technologies (LWT)*, who offer specialised pricing, payment, warranty, insurance, set-up and configuration arrangements for parents/carers to purchase suitable devices for our students.

## Financial Support for Families

Whilst Morang South Primary School makes every effort to keep the cost of contributions, stationery packs, events and activities reasonable and affordable for all parents, we understand that some families may experience financial difficulties and offer a range of support options, including:

- The 2025 School Saving Bonus
- The Camps, Sports and Excursion Fund
- State Schools' Relief access to qualifying families
- Instalment based payment plans
- Personalised and flexible payment plans
- Direction to access of welfare and support agencies

For a confidential discussion regarding financial difficulties or personal circumstances please contact the office to request a meeting with the Principal, Jane Brayshaw. If you would like to discuss alternative timelines for payment plans or payment arrangements, please contact Jen Tollit via the office on **9404 1548**.

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
<p><b>Educational items for students to own – Stationery Packs</b></p> <p><i>Below is the link to Rapid Office Supplies who is the preferred supplier that is partnering with Morang South Primary School to supply the 2025 Stationery Packs.</i></p> <p><i>Please visit - <a href="#">Rapid Office Supplies</a></i></p> <p><i>Please locate your child's 2025 year level to order your children's packs.</i></p> <p><b>Stationery packs ordered by the 3<sup>rd</sup> of January will be delivered to the school for the start of the school year. Later orders will incur a delivery cost and be sent directly to the household.</b></p> <p><i>A 'Pencil Case' Essentials list will also be provide for Years 1 to 6 with items that may need replacement for parents to check and purchase separately.</i></p>	<p>Please see Rapid Office Supplies website for your child's Stationery Pack details and costs. \$72.95 incl GST</p>
<p><b>Classroom consumables, materials &amp; equipment</b></p> <ul style="list-style-type: none"> <li>• <i>Specialist Class Consumables – Visual and Performing Arts, PE, Italian, Science</i></li> <li>• <i>Classroom Consumables – additional bulk stationery items, paints, craft materials, cardboard, coloured and speciality papers, inquiry learning materials</i></li> <li>• <i>Printing and photocopying of resources and learning materials</i></li> </ul>	<p>\$85.00</p>
<p><b>Online and software subscriptions</b></p> <ul style="list-style-type: none"> <li>• <i>Including Essential Assessments, Cybersafety Project, Reading Eggs, Mathletics, Seesaw, Sunshine Books</i></li> </ul>	<p>\$72.00</p>
<p><b>Total Curriculum Contributions</b></p>	<p><b>\$229.95</b></p>
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<p><b>Buildings and Grounds</b></p> <ul style="list-style-type: none"> <li>• <i>Suggested \$80 to \$30 contribution</i></li> </ul>	<p>\$ 80 to \$30 contribution</p>
<p><b>Total Other Contributions</b></p>	<p><b>\$ 80</b></p>

### **Extra-Curricular Items and Activities – provided on a user-pays basis**

Morang South 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.

Details and payments for Extra-Curriculum Items and Activities will be made via the Compass system. These costs will be advised to parents as soon as they become available and payments will be required by the due date to ensure numbers, supervision ratios and bookings can be confirmed.

Extra-Curricular Items and Activities	Amount
Year 5/6 Camp Year 3/4 Camp Year 1/2 Big Day Out Prep Breakfast	\$ to be advised
Optional Swimming Program (Prep to Year 4) Year 3 to 6 Swimming Carnival	\$ to be advised
Year 3 to 6 Athletics Carnival Year 5/6 Interschool sports program Year 3 to 6 Gala Sports Days	\$ to be advised
Various Incursions and Excursions to be scheduled through-out the year	\$ to be advised
<b>Total Extra-Curricular Items and Activities</b>	\$ to be advised

**Please note:**

**-Years 3 to 6 have a digital device program that enables students to purchase a personal device which is specified by the school. The school's preferred supplier is Learning with Technologies (LWT). The purchasing website is open and can be accessed at:**



Category	Totals
Stationery Pack Purchase – <a href="#">from Rapid Office Supplies</a>	\$72.95
Curriculum Contributions	\$157.00
Other Contributions (suggested \$30 to \$80)	\$80
<b>Total</b>	<b>\$309.95</b>

**Payment methods**

Morang South Primary School's preferred payment method is via our Compass portal. Compass offers both full payment and payment by instalment options. Alternative payment options can also be arranged. Please contact the school office on 9404 1548 to discuss other possible payment methods, timeframes and arrangements.

***Refunds***

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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information.

# 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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.