



Yarra Junction Primary School

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www.yjps.vic.edu.au

2022 Parent Payments

17th September 2021

Dear Parents and Guardians,

Yarra Junction Primary School is very proud of the quality programs that we have put in place to cater for the needs and interests of our students. Each year our student contributions, set by School Council, provide vital funds necessary to ensure we maintain a high quality of education for all students.

On an annual basis School Council prepares a budget to provide resources for educational programs, administration, facilities development and maintenance. Our school's income is currently funded from two sources:

- **Department of Education and Training (DET) Student Resource Package (SRP)** Provides for the teaching of the standard curriculum and basic operational costs such as school administration, utilities and services, staff salaries, urgent works, maintenance, cleaning and general school operations.
- **The payments and contributions provided by our parent community are an essential component of funding.** The three areas for which parents may reasonably be invited to make a payment or contribution are:
 - **Curriculum Contributions** which parents/guardians are invited to order through Ross Office Supplies, or you may provide them yourself, for example stationery and textbooks.
Yarra Junction Primary School uses Ross Office Supplies as their online book pack provider and Parents can purchase individual book packs, with other items including specialist's classroom supplies, learning program and a wellbeing program book used by all students. Instructions on how to order are attached.
 - **Extra-Curricular items and Activities** are those items, such as excursions, incursions, camps and other activities or services that are offered in addition to the standard curriculum program that are on a user pay basis.
 - **Other Contributions** are invited to be made by Parents/Guardians. The voluntary contributions or donations to the school are for Buildings, ICT, Maintenance, Library and Hardship.

The Other contributions are the minimum amount considered essential to enable School Council and YJ Staff to maintain our excellent educational programs, successful outcomes and high-quality standards that have become the hallmark of Yarra Junction Primary School.

School hats, beanies and drink bottles are available to purchase at the school office; hats \$11, beanies \$15, drink bottles \$5.

All other Uniforms items are available to order online at www.aplusschoolwear.com.au.

Regards,

Lisa Rankin
Principal

Jason Rush
School Council President

Yarra Junction Primary School – 2022 Parent Payment Charges

Curriculum Contributions (Booklist)

As in previous years there will be one booklist for each year level, the items will be delivered to the school in individually named bags that will be available to take home on December 7th for you to label if you wish. We would appreciate if all books could be returned to school by December 13th so that the teachers can then have them within your child's tub within their new classroom for the New Year. You are not obligated to purchase these items through Ross Office Supplies. You are welcome to print the list and obtain your own items and bring them to school by December 13th.

Payments for the 2022 Booklist will need to be paid for at the time of ordering via a credit card

Payment plans will be available through the school. Please contact the office if you have any questions regarding payment plans.

Ordering will open on the 17th of September and Orders will need to be placed and paid for by 29th October 2021.

Late orders

Late orders will be accepted after the 29th of October but will incur a \$15 Late Fee. Booklist items may therefore not be available until the start of the 2022 year.

Other Contributions

Other contributions help our school to resource programs and improve our facilities. We do rely on these contributions to supplement the funding we receive from the government, and our children will be the ones that reap the benefits.

In 2022 we are directing funds to the following areas:

Building Fund (Tax Deductible) and Maintenance Fund

In 2021 our **Building Contributions** and the **Maintenance Contributions** both went towards upgrading our smoke alarms to comply with new regulations. In 2022 we would like to put these contributions towards painting the external buildings of the library/community studies and the performing arts.

Library Fund (Tax Deductible)

In 2021 our **Library Contributions** went towards books and more new shelving units. In 2022 we would like to purchase new carpet for the library.

ICT Fund

In 2021 our **ICT Contribution** went towards providing another 60 Laptops for the kids to use. In 2022 we would like to purchase a new server and are seeking our parents to co-contribute to this cost.

Hardship Fund

In 2020 we introduced a **Hardship Contribution** to support families experiencing financial hardship, this was a great success, and we would like to thank every family that donated money, it has gone to help families purchase food, uniforms and help families with excursions costs. These funds, at the Principals discretion, will be used to ensure students of YJ have the opportunity to attend excursions, incursion, have learning resources and uniform.



2022 BOOKLISTS

OPEN FOR ORDERING **FRIDAY 17 SEPT 2021**

LAST DAY FOR ORDERING FRIDAY 29 OCT 2021*

Student packs will be delivered to students at school on **Tuesday December 7th 2021**
They will be sent home to be labelled and returned to school by **Wednesday December 15th 2021** to be stored for the students until the start of Term 1 2022

ORDER ONLINE

1. Go to Booklist Website booklist.officebrands.com.au/Croydon

Enter School Access Code: **AZ552B**
Select: [Create an Order](#)

2. Enter Details

Separate orders are required for each child

Enter your child's name and select their class year for **2022**

School pre-defined quantities for each product are displayed, but can be adjusted if required

When finished, click on: [Add order to Cart](#)

Review your order (click on: [Edit Order](#) if required)

Select: [Checkout](#) or [Add another Student](#)

3. Checkout

Enter your details

Select your Delivery/Collection option from the drop-down menu

Collect at school (pay now) – **Tuesday 7 DEC 2021** – book packs will be given to students in classrooms

Click on: [Next](#)

4. Select your payment and submit your order

An email will be sent to the email address on your order with your purchase details.

IMPORTANT INFORMATION

***Late orders** will be accepted after 29 October 2021 but will incur a \$15 late fee and may not be available for the start of school so **Please Do Not Delay**


Anyone experiencing financial hardship is invited to make an appointment with Principal Lisa Rankin or Business Manager Rochelle Mansfield

We are here to help. Any problems just call us on 03 9839 8400

Booklists by ROSS OFFICE SUPPLIES. 11 Lacey Street, CROYDON, VIC, 3136


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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.