



School No. 1181

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Dear parent/carer

Albert Park Primary School is looking forward to another great year of teaching and learning. We would like to share information about our voluntary financial contributions for 2026.

Government schools provide free instruction to deliver the standard Victorian Curriculum. We want to assure all families that these contributions are entirely voluntary. That said, the ongoing generosity of our school community enables us to go beyond the basics, providing exceptional programs, resources, and opportunities for our students.

We are sincerely grateful for your continued support, whether through donations, fundraising, or volunteering your time. Every contribution, big or small, makes a meaningful difference to the quality of education and experiences we can offer our students.

Your financial contributions help us purchase art, music, STEM, and physical education resources, ensuring these programs remain vibrant and engaging. They also support the maintenance of essential classroom technology such as iPads and Chromebooks, allowing every student to access digital learning tools.

While the Department of Education and Training funds the standard curriculum, many of the programs and facilities that make Albert Park Primary School exceptional are made possible only through your contributions. These funds allow us to provide:

- Specialist classes and enrichment programs
- Inter-school sporting and cultural activities
- A dedicated on-site school nurse supporting student wellbeing

Thanks to your past support, we've been able to complete several exciting improvements, including:

- New, safer boundary fences
- Resurfaced asphalt and basketball court areas
- New student tables and chairs in Grade 6 classrooms
- Additional literacy materials, including readers for Prep to Grade 6
- Upgraded technology hardware
- A major library refurbishment, featuring expanded spaces, new shelving, books, and breakout areas for small group learning

Looking ahead, we have a number of future projects and initiatives designed to further enhance our learning environment and ensure outstanding academic and wellbeing outcomes for every student. Your continued support through voluntary financial contributions plays a vital role in making these goals a reality.

All contributions are listed and payable via Compass. If you require assistance, please contact the school office. Families experiencing financial hardship can find information about available support on page 2 of this letter.

For further information about the Department of Education's Parent Payments Policy, please see the attached one-page overview.

Thank you for helping us make Albert Park Primary School a place where every child can thrive.

Katrina Mildner
Principal

Drew Woods
School Council President

PREP - GRADE 6 - Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Curriculum Consumables Classrooms/craft supplies: including but not limited to photocopying of worksheets and learning materials, coloured pencils and markers, tissues, stickers, glue sticks, paint, glitter, copy paper, specialty pens/papers/books/ribbons and other craft items, consumables for cooking etc. Requisites for Art & LOTE: including but not limited to markers, cover paper, scrapbooks, paint, clay, papers, glitter, visual art diary etc. School yearbook Online subscriptions including but not limited to Mathletics, Rockstar Times Tables, Essential Assessment, Cyber-Safety, Visible Wellbeing, Compass, etc. Technology - contributes to improvements and sustainability of the digital learning environment including technology infrastructure, library software and updating devices and security.	\$375.00
Total	\$375.00
Other Contributions - for non-curriculum items and activities	Amount
Voluntary contribution: Your support can make a meaningful difference in areas such as: • Extracurricular activities • Sports equipment • Special events and wellbeing initiatives • Grounds maintenance While contributions are entirely voluntary, every donation—big or small—helps us enhance the educational experience for all students. <i>Suggested amount is \$320 but we welcome any contribution</i>	\$320.00
School Assistance Fund: This fund is to provide Curriculum consumables or Extra-Curricular Items and Activities for families at our school unable to purchase these items due to demonstrated financial hardship. Your contribution helps to ensure that all our students have the option of attending excursions, incursions, school camps and swimming programs and have the items they need for school. <i>Suggested amount is \$20 but we welcome any contribution.</i>	\$20.00
School Nurse: This service is not provided by most Government primary schools and is entirely dependent on parent funding. While many schools have a trained first aid assistant, our school has fully qualified nurse. We have a fully qualified Nurse on duty every day from 10.30 – 2.30 pm, seeing on average 30-40 students each day across all year levels. This not only means your children are treated by a medical professional but also ensures teachers are not managing students' medical needs on a daily basis and can instead focus on student learning. Role of our Nurse includes: ▪ Providing First Aid/Materials ▪ Allergy and anaphylactic medication and action plan management ▪ One-on-one treatment discussions with Parents/Guardians ▪ Regular training on EpiPen, asthma and first aid to all staff ▪ Manage short term medication (i.e. Antibiotics) ▪ Contagious infections notifications (i.e. headlice etc) Other health and wellbeing management <i>Suggested amount is \$75 but we welcome any contribution.</i>	\$75.00
Total amount	\$790.00

Tax deductible contributions	
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. Used directly to support building projects, upgrades to our facilities. Our current project is the Hall refurbishment that is in progress. Please consider supporting future development of the school with a tax-deductible donation.	\$
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. The library is enhanced by donations to maintain and grow our book collection in the library and classrooms, to support our teachers and students. Please consider a tax-deductible donation to support your child's education.	\$
Total Amount	\$

Extra-Curricular Items and Activities

Albert 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 to deliver the Curriculum.

These are provided on a user-pays basis and will be published throughout the year via Compass.

Extra-Curricular Items and Activities	Amount
Optional – Grade 3 – 4 Sport Affiliations – Southern District Sports – interschool sports program	\$20.00
Optional – Grade 5 -6 Sport Affiliations – Southern District Sports – interschool sports program	\$30.00
Optional – Excursions and incursions to be scheduled throughout the year.	To be advised throughout the year via Compass
Optional – Swimming, Athletics carnivals, swimming carnivals, District Sports & Buses – used to subsidise interschool sport program.	
Optional – Grades 4, 5 and 6 school camp – TBA	
Optional - Grade 6 Graduation.	
Total Extra-curricular Items and Activities	\$

Financial Support for Families

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

- **Camps, Sports and Excursions Fund** - Applications via school, families holding a valid means-tested concession card are eligible to apply. From 1 January 2026 eligible families will receive \$400 per year for primary school students. A special consideration category also exists for refugee and asylum seeker families and students placed in out of home care. CSEF payments will be processed directly to schools with the majority of payments to commence from March 2026 onwards. More information can be found here [csefflyer.pdf](#)
- **State Schools' Relief**- This is an organisation associated with schools, who can supply school uniforms, books, and shoes to eligible students. Please ask at the office for more information or click on the link for more information [State Schools' Relief](#).
- **Second-hand uniform shop** - is available at school on Wednesday mornings or orders can be placed in the office.

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

Ph: 03 9699 9090 | Email: aristea.lechte@education.vic.gov.au

Payment methods

- Compass is the preferred payment method. Please contact the office for alternative arrangements.

Refunds

Parent requests for refunds are subject to the discretion of the school and made so on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into account consideration whether a cost has been incurred, the Departments Payment 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.