



11th September, 2020

Dear Parents/Carers,

2021 PARENT PAYMENTS AND FINANCIAL CONTRIBUTIONS

At Mount Evelyn Primary School we are looking forward to another great year of teaching and learning and would like to advise you of our parent payment arrangements for 2021. We are proud of our achievements and the high quality of our curriculum programs. As you may be aware, the STANDARD CURRICULUM must be delivered free to all students in government schools. (This includes teacher wages, provision of buildings and standard curriculum delivery). However, as not all costs are covered, schools ask parents and guardians to make payments towards required Essential Education Items. These are items which the school deems compulsory and includes student consumables and items students take possession of. We make every effort to keep the cost of items and activities to a minimum and affordable for all families.

For 2021 school council has once again decided to engage Ross Office Supplies as the supplier of our stationery and booklist items. Our families are able to order school supplies and make payments online. The website address and instructions can be found on the following page. Within each class level tab on the website you will see that the cost is divided into Essential Education Items and Voluntary Contributions. These are explained in further detail below. Totals for the Essential Education items will be approximately \$260 per child plus packaging and handling costs. This is similar to that of previous years as school council has agreed not to increase costs for 2021.

* Essential Education items

These are items which the school deems compulsory and includes student consumables and items students take possession of. Lists of essential educational items have been set by the teachers and these items, along with the quantities needed, are listed for each year level. Where specific goods are required by students, eg. 8mm dotted thirds 48page exercise books, you will NOT be able to adjust the item or purchase your own. When the items are of a more general nature, eg. pencil sharpener, you will be able to adjust the number ordered or make the decision to purchase this item yourself.

* Optional Items

Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum. These include camps, excursions and incursions and are offered to families on a user pay basis.

* Voluntary Contributions

We rely heavily upon this voluntary component, made as a donation to the school, to further enhance the programs, facilities and services provided by the school to support your child and their learning. For 2021 we are directing the funds towards building and grounds updates and the cost of maintaining and updating our technology. Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

Mount Evelyn Primary School

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Financial Support for Families

We understand that some families may experience financial difficulty and offer a range of support options, including:

- **the Camps, Sports and Excursions Fund**
- **payment plans on payment of a \$50 deposit**

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements please make an appointment to speak with the school principal or business manager.

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

Feel free to contact the school if you have any concerns or questions. We aim to provide the best educational opportunities for all children at all times.

Kathryn Vine
School Council President

Angie O'Hare
School Principal



2021 BOOKLISTS

OPEN FOR ORDERING **17 SEPT 2020***

LAST DAY FOR ORDERING THURSDAY 22 OCT 2020*

Student packs will be delivered to students' classrooms **Friday 11 December 2020**

or

Home Delivered for an additional fee during the school holidays

*Please note – there will be **NO Collection or Delivery** for Foundation Orders – these will be delivered to the classroom.

ORDER ONLINE

1. Booklist Website

booklist.officebrands.com.au/croydon

Enter School Access Code: **QT4B2W**

Select: [Create an Order](#)

2. Enter Details

Separate orders are required for each child

Enter your child's name (as printed on student labels if purchased) and select their class year for 2021

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

1. Home Delivery for additional fee \$15 - 1 Pack, \$18 - 2 Packs, \$20 - 3+ Packs

2. Collect at school – **Friday 11 DEC 2020** – given to students in classrooms - no delivery fee.

Click on: [Next](#)

Order Instructions / Notes: If you have chosen Home Delivery, please indicate if and where to leave your Student Packs if you are not at home

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 22 October 2020 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 contact the school office **BEFORE 22 October 2020**. The school will place the order for you and a payment plan can be negotiated. The late order fee will apply if orders are not received by 22 October 2020.

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