Lalor East Primary School

28 October 2025

Dear Parent/Guardian

Lalor East Primary School is looking forward to another great year of teaching and learning and would like to advise you of Lalor East Primary School's voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfill the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to offer a wider range of subjects and special curriculum experiences; enhanced digital learning opportunities and many other experiences we would otherwise not be able to offer.

We are very proud of the education programs and learning opportunities and activities that are on offer at Lalor East Primary School. Our School Council is proud of the excellent quality of our facilities and resources available for our students to enjoy and few schools match the numerous programs we offer to cater for students' needs and interests. However, these do not come without extra costs. Each year Lalor East Primary School parents show positive support for the school through parent payments and fundraising efforts. This support has led to considerable improvements being carried out, especially in the areas of computer technology, numeracy and literacy and through the provision of outstanding resources.

Lalor East Primary School makes every effort to keep the voluntary contribution requests to a minimum and affordable for all parents. School Council has recently completed its annual review of the Parent Payment Policy and Parent Payment Charges for 2026.

Please find the contribution schedule for **Grade 6** attached. Please complete this form and return to the school by **Friday 28 November 2025** so the school can prepare accordingly.

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF) provides payments for eligible students to contribute to the cost of camps, sports and excursions ($400 per student in 2026 for parents with an eligible healthcare card - please complete the attached form)
- Centrepay installments – available for families who receive Centrelink benefits
- State Schools Relief.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Bev Ashley (Business Manager) or Linda Richards (Principal) on 03 9465 4350 or email lalor.east.ps@education.vic.gov.au

## Payment Methods

Payments can be made by direct debit to our school account, EFTPOS in the office (Visa and Mastercard accepted), or cash directly to the office. Please contact the office on 9465 4350 for direct debit details.

Centrelink (Centrepay) is available for those who receive a Centrelink benefit. At your request, a portion of your fortnightly payment can be sent directly to the school as a parent payment contribution. See attached information for more details.

**Lalor East Primary School**
**39 Cleveland St,**
**Thomastown VIC 3074**

**P (03) 9465 4350**
**E lalor.east.ps@education.vic.gov.au**
**www.laloreastps.vic.edu.au**

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

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

Yours sincerely

| | | |
|---|---|---|
| *Emma Thomason* | *Linda Richards* | *Bev Ashley* |
| *School Council President* | *Principal* | *Business Manager* |

## GRADE 6 2026

**STUDENT NAME (PLEASE PRINT):**_____ **PARENT NAME:**_____

| **Curriculum Contributions** - items and activities that students use, or participate in, to access the Curriculum | Amount |
|---|---|
| *Grade 6 bookpack (Stationery, books, pencils, erasers, glue sticks,etc)* | $55.00 |
| *Classroom consumables (ie books, paint, glitter, paper, tape, etc) for Art, LOTE (Spanish), PE, Music & STEM* | $40.00 |
| *Resilience Project Student Diary* | $11.00 |
| *Online Subscriptions - Essential Assessment* | $14.00 |
| *Printing and photocopying of worksheets and learning materials* | $10.00 |
| **TOTAL CURRICULUM CONTRIBUTIONS** | **$130.00** |
| **Other Contributions -** for non-curriculum items and activities | **Amount** |
| *First Aid equipment & Supplies* | $15.00 |
| *Student & Parent communication tools (Compass)* | $50.00 |
| *School grounds maintenance and improvements* | $10.00 |
| **TOTAL OTHER CONTRIBUTIONS** | **$75.00** |

### Extra-Curricular Items and Activities

Lalor East 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 in order to deliver the Curriculum. These are provided on a user-pays basis.

| Extra-Curricular Items and Activities | Amount |
|---|---|
| *Grade 5/6 Interschool Sport - cost to be advised in 2026*<br><br>*Optional events such as incursions/excursions - You will be advised of the cost as they are planned throughout the year.* | $ TBA<br><br>$TBA |

### Total Payable to School

| Category | Suggested Amount | Or Nominated Amount |
|---|---|---|
| *Curriculum Contributions* | $130.00 | |
| *Other Contributions* | $75.00 | |
| *Extra-Curricular Items and Activities (excluding Camp):*<br><br>5/6 Interschool Sport<br><br>Optional events such as incursions/excursions | <br><br>$TBA<br><br>$ TBA | |
| *Voluntary Contribution (Library re-development) - per family* | $50.00 | |
| **TOTAL PAYABLE TO SCHOOL** | $255.00 | |

# CENTREPAY DEDUCTIONS
# For families who receive regular Centrelink payments

## What is Centrepay?

Centrepay is a free direct bill-paying service offered to customers receiving Centrelink payments. Through Centrepay you can choose to pay school fees, excursions, camps etc by having a regular amount deducted from your payments and transferred electronically to Lalor East Primary School.

## Will it cost you anything?

There is no charge for this service.

## Is there a minimum payment amount?

Yes, the minimum payment is $10 / fortnight

## How do you apply for Centrepay?

Step 1: Sign into myGov and select your Centrelink online account to access the main menu and your homepage...

Step 3: choose a service provider....Lalor East Primary School CRN: 555 119 965 C

Step 2: add a new Centrepay deduction...

Step 4: enter the details of your deduction...

Step 5: review and submit...

Step 6: sign out.

## Can you change your Centrepay deductions?

Yes, you can change, suspend or cancel your deductions at any time online at humanservices.gov.au/onlineservices

## What changes can you make to your Centrepay deductions?

You can make the following changes to your deductions:

- suspend your deduction amount temporarily for a maximum period of 13 weeks
- request a future end date when deductions will automatically cease
- nominate or change a target amount so deductions will automatically stop when that target amount has been reached
- change the deduction amount you are paying to a new amount or change the amount temporarily
- cancel your deduction at any time.

If you have any questions, please don't hesitate to contact the Office for assistance!

# 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 | 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.