

Dear Parent/Guardian,

The Grange P-12 College is looking forward to another great year of teaching and learning and would like to advise you of The Grange P-12 College's voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfil 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 your ongoing support as this allows our school to offer a wide range of programs and curriculum experiences to enhance your child's learning.

This year we have invited Lilydale Books to assist families in purchasing stationery items to own and use (see booklist attached). Items can be purchased from Lilydale Books online or booklists can be pre-ordered by returning the completed booklist to the school office before **12 December**. For your convenience we have also invited Lilydale to attend our school on the following date so families can purchase and collect items on the day. For families wanting to attend in person, please come to the Deloraine Campus (Secondary) as follows:

**BOOKSALE DAY**

**DATE: Wednesday 25 January 2023**

**TIMES: 9:00am – 12:30pm**

**1:30pm – 5:00pm**

**Lilydale Books onsite between 10am – 4pm**

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

Yours sincerely



David Smillie  
College Principal



Marcel Mahfoud  
School Council President

## YEAR 4

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	Amount
<b>Year 4 Printing and photocopying of worksheets and learning materials</b> - Literacy - Numeracy	\$20
<b>Year 4 Software Subscriptions</b> - Reading Eggs - Mathletics	\$20
Swimming Program	\$10
<b>Student ID Card</b>	\$15
<b>Year 4 Classroom consumables, materials &amp; equipment</b> Art – Paint, canvas, coloured paper Science – STEM equipment Maths – Mathematics equipment English – Bonza Book Box Sport – Equipment General – Whiteboard Pack (inc pens & eraser)	\$25
<b>ICT Device</b> - Provision and upkeep of devices from the shared classroom sets - Headphone Minijac 3.5mm	\$25
<b>Total Amount</b>	<b>\$115</b>
***Inquiry	TBC
***Wellbeing	TBC
<b>Total Curriculum Activities</b>	<b>\$</b>

### Educational items for students to own

Please see the attached list of items that the school recommends you purchase from Lilydale Books for your child to individually own and use.

### Extra-Curricular Items and Activities

Grange P-12 College 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.

<b>Extra-Curricular Items and Activities</b>	Amount	Purchase (Please tick)
<i>Families will be invoiced for Incursions / Excursions when they are approved to proceed</i>  <i>*** Families in receipt of CSEF (Camps, Sports and Excursion Funding) can pay for these items with these funds</i>		

## YEAR 4

<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State School Relief Fund
- Families experiencing financial hardship can gain assistance from our Wellbeing Team

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

Heather Seddon

Ph: 03 9748 9166 | Email: [the.grange.p12@education.vic.gov.au](mailto:the.grange.p12@education.vic.gov.au)

### Payment methods

- Parents can choose to make multiple contributions to the school throughout the year
- Individual Payments for Extra Curricular items can be made now to either campus front office between 8.30am and 3.30pm Monday - Friday
- Credit card and EFTPOS facilities are available at both campuses.
- BPAY payments are accepted (account reference numbers are on all family statements)
- CentrePay Payment Plans for Extra Curricular Items can be set up (parents who receive Centrelink can set up payment plans please speak to College Business Manager)
- Payment Plans for Extra Curricular Items are available- (by arrangement with College Business Manager)

### 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.

# 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

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.

## THE GRANGE P-12 COLLEGE

### YEAR 4 2023 BOOKLIST

Complete your booklist online at [www.lilydalebooks.com.au/booklist](http://www.lilydalebooks.com.au/booklist)

We recommend **Home Delivery or Click & Collect** as the most convenient option. During peak periods there may be longer than usual wait times for booklists that have not been ordered online.



#### Option 1 – Home Delivery (Recommended)

Orders made by December 11<sup>th</sup> that exceed \$100 will receive free postage. Free postage applies per student order.



#### Option 2 – Click & Collect

You will receive an SMS and email when your order is ready for collection from the store. Most orders are ready within 3 – 5 business days.



#### Option 3 – School Collection

Order by December 11<sup>th</sup> to collect your order from The Grange P-12 College on Wednesday, January 25<sup>th</sup> between 9AM – 4PM.

For the latest information on **trading hours, step-by-step guides to ordering online, FAQs, eBook information** & more, please visit [www.lilydalebooks.com.au](http://www.lilydalebooks.com.au)

#### Have a question? We are here to help.

☎ Call our friendly staff 03 9739 6186

✉ Email us at [info@lilydalebooks.com.au](mailto:info@lilydalebooks.com.au)

📍 Visit us at Unit 1, 25-27 Hightech Place Lilydale VIC 3140

LilydaleBOOKS 

Lilydale Books Pty Ltd ABN 30 160 957 004

## TOTAL PRICE

### **Compulsory Items For All Students**

This pack is for all Year 4 students. The contents of your pack are listed below.

- 1 THE GRANGE YEAR 4 STATIONERY PACK
- 2 12 MICADOR COLOUR PENCILS
- 2 12 CONNECTOR PENS FABER CASTELL ASSORTED COLOURS
- 1 HIGHLIGHTER YELLOW
- 3 48 PAGE A4 EXERCISE BOOK 10MM GRAPH/GRID BOOK
- 8 96 PAGE A4 EXERCISE BOOK 14MM DOTTED THIRDS (RED MARGIN)
- 1 A4 DISPLAY BOOK 20 POCKETS REFILLABLE (Red)
- 1 SCISSORS SCHOOL BLUNT 152MM
- 1 MULTI PURPOSE POUCH 340X135MM
- 12 HB PENCIL
- 3 64 PAGE MEGASAUROSCRAPBOOK 335 x 240
- 2 SHARPENER DOUBLE METAL WITH BARREL
- 2 ERASER (LARGE)
- 1 RULER PLASTIC 30CM CLEAR
- 2 BLUE BALLPOINT PEN MEDIUM
- 1 A3 SKETCH BOOK 20 PAGE
- 4 GLUE STICK 40 GRAM

\$65.20