

Point Lonsdale Primary School

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Yr 6

Thursday, 26th October, 2023

Dear Parents,

RE: Parent Payments

Dear parent/guardian,

Point Lonsdale Primary School is looking forward to another great year of teaching and learning and would like to advise you of Point Lonsdale Primary School's voluntary financial contributions for 2024.

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 all your support, whether that's through fundraising (market) 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 run our classroom music program, expand our arts experiences and upgrade information technology capabilities in the classroom.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read "Fay Agterhuis", with a long horizontal stroke extending to the right.

Fay Agterhuis
(Principal)

Chris Gore
(School Council President)

Educational items for students to own

Attached is a list of items that the school recommends you purchase from **COS** for your child to individually own and use.

YEAR LEVEL 5	QTY	
COS Maths Grid Book 10mm 96 Pg Flamingo	2	
Scrapbook 330 x 240mm BLANK 100gsm 64 pg	1	
Writer Scrapbook Landscape 72 Pg	2	
COS Document Wallets A4 Green	4	
Protext A5 notebook 8mm 64Pg	1	
COS Magazine Box GREEN	1	
Exercise Book A4 14mm DT 70gsm 64pg Rabbit	5	
COS Project Book 96pg A4 Plain/8mm Bumblebee	3	
Stick Magic Pad Notes 76 x 101mm Assorted Neon	2	
Staedtler Tradition 110 Grey Lead Pencil Hex HB	8	
Ballpoint Medium Blue Pen	4	
Ballpoint Medium Red Pen	4	
COS Finesline (Black) 0.5mm	4	
Scissors (Left or Right)	1	
COS Glue Sticks 36g	4	
COS Eraser large	2	
Sharpener Barrel Double Blue	1	
Coloured Pencils Staedtler Norris 185 Hex Box 12	2	
Faber Castell connector marker 12 pk	2	
COS Whiteboard Bullet Marker 2mm BLACK	1	
COS Wooden Ruler	1	
COS Stubby Highlighter yellow	1	
EDU Headphones with volume Control	1	
COS Pencil Case Large 330 x 160mm	1	
COS BTS PACK DRAWSTRING BAG GREEN EACH	1	
NEW STUDENTS ONLY - A3 Mesh Pouch Clear	1	
NEW STUDENTS ONLY – A4 Whiteboard pack with marker	1	

Refunds

Pt Lonsdale Primary School (PLPS) has the discretion to provide refunds to families and will do so where it is reasonable and fair (for example, if the school has not incurred a cost). If the PLPS has incurred costs, the school will act reasonably and take into consideration the [Financial Help for Families Policy](#) and relevant arrangements, including support for families experiencing hardship. For example, PLPS will refund families for unavoidable event cancellations if a family experiences a crisis or sudden serious illness and the student can no longer attend the event. If PLPS decides to provide a refund, then parents need to agree and advise PLPS where the refund should be paid. If that agreement cannot be reached, the refund is usually paid into the account from which the money came. Where the payment was made in cash, PLPS will wait until the parents reach an agreement and advise PLPS. (RE: School Operations Guide - Parent Payments Policy.)

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.

Extra-Curricular Items and Activities

Point Lonsdale 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.

If you would like to purchase an Extra-Curricular item or activity for your child, **please use the AUDIRI APP form to advise Yes/No for this action by Fri 8 Dec 2023.**

Extra-Curricular Items and Activities - approximate costs only	Amount	Will be attending Please tick
<i>Optional Year 6 school camp - Canberra</i>	\$820.00	
<i>Optional Year 6 Incursion x 2</i>	To be confirmed in 2024	
<i>Other optional sports activities</i>	To be confirmed in 2024	

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (available for families who hold a health care or pensioner card #125.00 per year per student.
- *Curriculum contributions by instalment/payment plan please see Principal, Fay Agterhuis.*

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

Fay Agterhuis - Ph: 03 5258 1501 opt 1 Email: point.lonsdale.ps@education.vic.gov.au

TOTAL:

Please use the AUDIRI APP form to complete this action and advise intention of payment method by Fri 8 Dec.

PAYMENT METHOD USING:

YES/NO - PLEASE TICK ONE

- | | |
|---|---|
| <input type="checkbox"/> Bpay (using details from your family statement) | <input type="checkbox"/> Cash |
| <input type="checkbox"/> Direct Deposit - Bendigo Bank BSB: 633-000 A/c # 137915104
Ref: (family name/code) | <input type="checkbox"/> Eftpos at school |
| <input type="checkbox"/> Please use funds from CSEF (Camps, Sports & Excursions Fund)
Application available from the office. | <input type="checkbox"/> QKR |



POINT LONSDALE PRIMARY SCHOOL - BTS PARENT PORTAL REQUIREMENTS FOR YEAR 5-6, 2024

Please order at parent.cos.net.au

COS will be supplying your 2024 stationery packs. COS is a 100% Australian Family Owned & Operated school supplier. We've selected the list of items your child needs to start the year and worked with COS so you can order everything you need in one go and it will be delivered directly to your home before school starts.

The items listed on the following page have been selected as being required for Year 5 in 2024. To ensure delivery prior to Term 1, 2024, please place your order by 8th January 2024.

2024 Requirements for Online Ordering

Listed below are the easy steps for placing your online order available from Oct 17, 2023

Ready to order?

For a fast, simple, and secure way to place your order visit parent.cos.net.au and follow these steps:

1. Click on School Packs or Sign in button in the menu taskbar
2. Enter the **Username:** pointlonsdaleprimary@cos.net.au / **Password:** Parents-24
3. Select the Year level required for 2024
4. Review product selection based on your requirements
(Please note, items may have been marked as either mandatory or optional by your school)
5. Add your Pack to the shopping cart
6. Enter your Child's Details & Delivery Details
7. Enter in your credit card, PayPal or Pay4 details and then submit your order

You will receive an email order confirmation and can also request order tracking sent to your mobile.

IMPORTANT INFORMATION REGARDING YOUR ORDER

Please be advised that the transport industry and Australia post have informed us to the possibility of delays occurring during the months of December and January. To ensure that your School Packs arrive in time for the start of the school term, we strongly recommend sending your order as early as possible and adhering to the dates provided below. While we will continue to expedite deliveries beyond these dates, it may become challenging to guarantee their arrival before the commencement of the school term.

Delivery Service: All orders will be dispatched via Australia Post. Please note that specific delivery times cannot be requested. Should no one be available to receive the delivery, the goods will be taken to the nearest post office for collection and a notification card will be placed in your mailbox.

Delivery Guarantee: Orders placed before 11th December, will be delivered to your home by 24th December. Orders placed before 8th January will be delivered to your home prior to the commencement of Term 1, 2024. Orders placed after this date cannot be guaranteed to arrive on time.

Delivery Charges: All orders over \$55 (incl. GST) and placed before 3rd December are eligible for FREE delivery!

Order value	Order Date	Delivery Fee (Single Pack)	Delivery Fee (Multiple packs)
Over \$55 (incl. GST)	Prior to 3rd Dec	FREE	FREE
Under \$55 (incl. GST)	Prior to 3rd Dec	\$12.95 (incl. GST) per pack	\$9.95 (incl. GST) per pack
Any	After 3rd Dec	\$12.95 (incl. GST) per pack	\$9.95 (incl. GST) per pack

Please note some bulky Items may have been selected to be delivered directly to your school.



Year 5-6

Pack Price including GST\$110.38

Subject	COS Description	UOM	Qty	Price inc GST
	Writer Scrapbk 330x240 Blank 70gsm 72Pg	Each	2	\$5.06
	Graph Book A4 10mm Grid 70gsm 96Pg Flamingo	Each	2	\$2.62
	COS Document Wallet Foolscap Green	Each	4	\$2.64
	Protex Book PP A5 8mm 70gsm 64Pg E10	Each	1	\$1.97
	COS Magazine Box Green	Each	1	\$4.40
	Exercise Book A4 14mm DT 70gsm 64Pg Rabbit	Each	5	\$4.90
	COS Project A4 Plain/8mm 70gsm 96P Bumblebee	Each	3	\$4.62
	Stick Magic Pad Notes 76 x 101mm Assorted Neon	Each	2	\$8.18
	Staedtler Tradition 110 Hex HB Pencil	Each	8	\$4.58
	Staedtler Stick 430M Ballpoint Medium Blue	Each	4	\$2.16
	Staedtler Stick 430M Ballpoint Medium Red	Each	4	\$2.16
	COS R/H Kids Safety Scissors 170mm Orange	Each	1	\$1.91
	COS L/H Kids Safety Scissors 170mm Green	Each	1	\$1.91
	COS Glue Stick 36g Clear	Each	4	\$7.92
	COS Eraser Large	Each	2	\$0.79
	COS Barrel Pencil Sharpener Double Blue	Each	1	\$1.03
	Staedtler Noris 185 Hex Colour Pencils Assorted	Box12	2	\$8.67
	Faber-Castell Connector Pens Assorted	Pkt12	2	\$11.40
	COS Whiteboard Bullet Marker 2mm Black	Each	1	\$1.30
	COS Wooden Ruler 300mm	Each	1	\$0.65
	COS Stubby Highlighter Yellow	Each	1	\$0.90
	COS Fineliner Pen 0.5mm Black	Each	4	\$3.96
	EDU Headphone On-Ear with Volume Control Black	Each	1	\$10.49
	COS BTS Student Pack Drawstring Bag Green	Each	1	\$0.00
	COS Scrapbook 330x240mm Blank 100gsm 64P	Each	1	\$1.31
New Student Only	COS Mesh Pouch A3 490x345 New Clear	Each	1	\$4.95
New Student Only	A4 Student Whiteboard with Marker	Each	1	\$9.90

Please contact COS with any queries regarding the Parent Portal