Dear Parents/Guardians,

The Department of Education and Training provides funding for a standard curriculum program, delivery of instruction and other associated cost for running the school. Funding from the DET does not fully cover the costs of the range of programs and facilities provided by our school. This funding falls short of what our school community expects for educational provision. The school provides additional services, equipment and facilities beyond those we receive funding for. These provision include full time maintenance person, additional welfare support, transition program, computer technicians through to self-funded projects such as school buses, play spaces and outdoor play equipment.

Department of Education & Training empowers School Councils to request payments or contributions for educational items and services from parents and guardians for students in three categories – essential education items, optional education items, and voluntary financial contributions.

1. **Essential Items:**

   These items are essential to support the course of instruction in the standard curriculum program that parents and guardians are responsible for and may pay the school to provide, such as:

   a. **Curriculum and services charges: $400**
      - materials that the student takes possession of e.g. printed work books and student stationery, batteries, USB, CD’s, laminate;
      - consumables where the student consumes or takes possession of the finished articles e.g. cooking, ceramics, photography, lunch/breakfast clubs;
      - hygiene items for cross infection of students e.g. disposal cloths & wipes, nappies, underwear, overalls, tissues, hand sanitizers, soap, towels, sunscreen;
      - sensory materials in classrooms e.g. soft toys, toys, balls, bean bags;
      - Online subscriptions eg. Reading Eggs, Mathletics, Sunshine online, in2era, Ziptales;
      - transport and entrance fees for excursions, community access, travel training, inclusion program, school-based performances and events, e.g. Autism, Health & Nutrition weeks.

   b. **Excursion Levy:**
      - Bases on the individual learning outcomes of the primary and secondary curriculum, the yearly excursion levies are set for students, as activities are conducted, costs will be deducted:
        - Primary $50
        - Secondary $100

2. **Optional Items: $20**

   These optional extras are provided on a user-pays basis and if parents / guardians choose to access for students, they will be required to pay for them.

   - school magazine.

   Not included in the contributions but may be required during the year for your child to attend:
   - extra-curricular programs or activities e.g. dance classes, calisthenics, swimming, electives, camps, outdoor adventure activities, bike rides, sleepovers, Gymnastics, RDA, Kevin Heinze Garden, Ceres, Motorvation, CTE, class photographs, etc..

3. **Voluntary Financial Contributions - Donations:**

   Voluntary financial contributions are for those services that parents and guardians are invited to make a donation to the school. Bulleen Heights School is a Deductible Gift Recipient approved by ATO, all donation are tax deductible.

   - Buildings & Grounds Fund, Library Fund, Bus Fund.
**Camps Sports & Excursion Fund:**

Eligible families qualify for $125 primary, $225 secondary per student. This money can be used for camps, sports and excursions and cannot be used towards other charges.

**Payment arrangements:**

Payment may be made from December 2015 to end of term 1, 2016 by the following means:

- Cash or Cheque paid at either campus
- Credit Card/EFTPOS at Reception at Pleasant Rd Campus
- Direct Deposit using your family code as noted at the top of Essential Resources invoice to:
  
  Bulleen Heights School Council Official Account  
  BSB 063 583  
  Account Number 10038481

If paying by Direct Deposit please use your family code then the following code types:

- School Levies – LEVY
- Excursions – EXC
- Swimming - SWIM
- School Magazine - MAG
- Riding for Disabled – RDA
- Donations –
  
  Buses – DONBUS  
  Library- DONLIB  
  Building & Grounds - DONGRO

**Other support options:**

The school appreciates that families may sometimes experience financial difficulties in meeting requests for payments and contributions. A range of support options are available to assist eligible parent:

- State school relief – clk2sell app
- Family tax benefits A & B
- Health care card
- Child care benefit
- Centrepay
- Saver Plus
- Relevant community organizations

Details of costs and options for payment are attached. Thank you for your continued support.

Kind Regards,

Susan Merjan  
Principal