



Dear parent/guardian,

Coburg Special Developmental School is looking forward to another great year of teaching and learning and would like to advise you of Coburg Special Developmental School's voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfil the standard curriculum requirements 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 is 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 have Work Education program, PODD books for Learning and stationery to assist with programs on a day-to-day level.

Coburg Special Developmental School is endorsed as a Deductible Gift Recipient under the Income Tax Assessment Act 1997 (Cth) with the result that any donations made by you will be tax deductible. To be tax deductible, your donation needs to be made voluntarily. We have suggested an amount to be contributed under "Curriculum Contributions" and "Other Contributions" below, but please feel free to contribute an alternative amount. Amounts paid under "Extra-Curricular Items and Activities" are not donations and are not tax deductible.

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

Yours sincerely,

Warren Tofts

Danny Smith

Principal

School Council President



Curriculum Contributions – suggested tax-deductible contributions for items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Classroom consumables, materials & equipment</i></p> <ul style="list-style-type: none"> • <i>Art – paint, crayons, canvas, glitter, coloured paper etc. \$30</i> • <i>Technology – gardening tool, plants etc. \$10</i> • <i>Food tech – food ingredients such as flour, butter etc. \$75</i> • <i>Mathematics – numeracy blocks \$10</i> • <i>Sports – equipment \$10</i> • <i>Sensory items \$10</i> • <i>Stationery \$10</i> 	\$155.00
<i>ICT Devices – provision of devices from the shared classroom sets</i>	\$10
<i>Communication tools – PODD books, assistive technology devices, displays</i>	\$50
<i>Printing and photocopying of worksheets and learning materials</i>	\$10
Total tax-deductible Curriculum Contributions	\$225

Other Contributions – suggested tax-deductible contributions for non-curriculum items and activities	Amount
<i>School Sports Victoria affiliation</i>	\$5
<i>First aid and hygiene equipment</i>	\$5
<i>School grounds maintenance and improvements</i>	\$5
Total tax-deductible Other Contributions	\$15



Extra-Curricular Items and Activities – provided on a user-pays basis

Coburg Special Developmental School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum.

The cost of extra-curricular items and activities will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
<i>Camps and excursions to be scheduled (estimated: \$10) [See requesting parent payments for camps and excursions one-page overview for more information]</i>	TBA
Total Extra-curricular Items and Activities	TBA

Financial Support for Families

Coburg Special Developmental School understands that some families may experience financial difficulty and offers a range of support options, including:

- *the Camps, Sports and Excursions Fund*
- *State Schools Relief (SSR)*
- *Payment plans for Extra-Curricular Items and Activities*

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

Margaret 03 9354 4366 Email; Margaret.jackson@education.vic.gov.au

Total

Category	Total recommended amount	Total payment
Total tax-deductible contributions	\$240.00	\$
Discount if paid by first Term	\$200	\$
Extra-Curricular Items and Activities	\$ TBA	\$ TBA
Total	\$	\$

Payment methods

Direct Deposit *Eftpos or Cash*
 CBA 063 093 At front Reception
 A/C 10000191



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 Payments 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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) 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

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.