



5 November 2025

Dear Parent/Guardian,

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

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. 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. Essentially, it is your contributions that allow us to provide opportunities and support above and beyond the traditional educational experience.

Your contributions help bring our school to life by supporting:

- A steady supply of classroom and general stationery, keeping every student ready to learn.
- Exciting class novels and take-home books that spark imagination and a love of reading.
- A wealth of classroom resources, materials, digital tools, and consumables that make learning hands-on, creative, and fun across all subjects.
- Student Wellbeing Programs that nurture a positive, caring, and inclusive school environment.
- The ongoing care, improvement, and beautification of our school grounds and facilities, creating a space we can all be proud of.

Your support allows us to offer a wider range of subjects and special curriculum experiences; enhanced digital learning opportunities; additional library resources; and continuing to develop and upgrade our school's facilities.

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

Yours sincerely,

Marie Beale

**PRINCIPAL**

Erin Boyce

**SCHOOL COUNCIL PRESIDENT**

# 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

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.

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Amount        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <b>YEAR 3 &amp; 4 Classroom consumables, materials &amp; equipment</b> <ul style="list-style-type: none"> <li>Individual book bag containing stationery items to individually use and own</li> <li>Art – paint, crayons, canvas, glitter, coloured paper, glue, card, wool, material, wood, beading, clay</li> <li>Science – ingredients, books, shared classroom materials, stickers, i/pole sticks, string, glue, tape, buttons, staples, batteries, Balsa wood, dowel</li> <li>Numeracy – numeracy blocks, calculators, textbooks, stationery, maths kits</li> <li>Literacy – stationery, book boxes, class sets, novels, readers,</li> <li>Classroom - pens, pencils, textas, glue sticks, writing, graph and scrap books, highlighters, post-it notes, folders, display books, scissors, rulers, paper and coloured paper, craft items</li> <li>Italian – craft activities</li> <li>Physical Education and Sport – equipment, ribbons, materials</li> <li>Music – instruments, books, pens, markers and folders</li> <li>Printing and photocopying of worksheets and learning materials</li> <li>Stephanie Alexander Kitchen Garden Program - food items</li> </ul> | \$ 256        |
| ICT devices – provision of devices from the shared classroom sets                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$ 40         |
| <b>Total Curriculum Contributions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>\$ 296</b> |

| Other Contributions - for non-curriculum items and activities | Amount        |
|---------------------------------------------------------------|---------------|
| Student wellbeing program - Kooramook                         | \$ 10         |
| First aid                                                     | \$ 10         |
| Library                                                       | \$ 40         |
| School grounds maintenance and improvements                   | \$ 40         |
| <b>Total Other Contributions</b>                              | <b>\$ 100</b> |

| Tax deductible contributions                                                                                                                     |    |
|--------------------------------------------------------------------------------------------------------------------------------------------------|----|
| <b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (Suggested \$40). | \$ |

### Educational items for students to own

Your child will receive a book pack which includes stationery items for your child to individually use and own.

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

Mullum Primary 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. These include camps, excursions and incursions. The cost of extra-curricular items and activities will be advised throughout the year.

### Financial Support for Families

Mullum Primary 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:

Kelli Heriot – Business Manager  
Ph: 03 9870 2120 | Email: [kelli.heriot@education.vic.gov.au](mailto:kelli.heriot@education.vic.gov.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.

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| Category                                 | Totals    |
|------------------------------------------|-----------|
| Curriculum Contributions                 | \$        |
| Other Contributions (Non-tax deductible) | \$        |
| Building Fund (Tax-deductible)           | \$        |
| <b>Total</b>                             | <b>\$</b> |

**STUDENT NAME:** \_\_\_\_\_ **2026 YEAR LEVEL:** \_\_\_\_\_

### Payment methods:

- ☐ Option A  
**ONLINE** – COMPASS via the Parent Portal
- ☐ Option B  
**GENERAL OFFICE** – Cash, Card or Cheque (payable to Mullum Primary School)
- ☐ Option C  
**CREDIT CARD** (Visa or MasterCard)

Payment in full of: \$ \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiry date: \_\_\_\_ / \_\_\_\_ CCV: \_\_\_\_

Signature of Cardholder: \_\_\_\_\_

Phone number: \_\_\_\_\_