

Parent Contributions Arrangements 2027

Dear parents/guardians,

This letter provides information about voluntary contributions you can make to support Seville Primary School for 2027 and other payments you can choose to make.

Victorian government schools provide free instruction. This means all students have free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.

Some families choose to make a voluntary financial contribution to support the school, and we are very grateful for this support. Making a voluntary contribution is your choice. There is no expectation or pressure for families to contribute.

Seville Primary offers a range of items and activities that are additional to the free instruction provided to all students at our school. Financial help is available for extra-curricular items and activities if you are experiencing financial hardship (see further details under Financial Help for Families in the attached information). For a confidential discussion about how to access the financial help available, please contact: Lee Nolan or Leigh Hallett, 5964 4557 | Seville.ps@education.vic.gov.au

If you need an interpreter, please contact [03 9605 3053](tel:0396053053) and give our school's phone number [insert school's phone number]. An interpreter can help you speak with us. This service is free. For more information, please see [How to use an interpreter to contact your school](#).

For more information on the Department of Education's Parent Contributions policy please see the information attached. You can read the full policy at [Parent Contributions: Policy | education.vic.gov.au](https://www.education.vic.gov.au/parent-contributions-policy).

Yours sincerely



Leigh Hallett
Principal



Courtney O'Keefe
School Council President

Seville Primary 2027 PARENT CONTRIBUTIONS ARRANGEMENTS

Voluntary contributions

If you are the carer of a student in out-of-home care or hold a financially means-tested card (such as a healthcare card), please ignore the invitation to make voluntary contributions.

We encourage any family experiencing financial hardship to contact the school for information about the financial help available for extra-curricular activities like camps and excursions.

Voluntary contributions	Suggested amount – parents can contribute more or less
Years Prep-2; Voluntary contributions to enhance our school's range of programs, resources and environment.	\$110
Years 3-6; Voluntary contributions to enhance our school's range of programs, resources and environment.	\$125

Extra-curricular items and activities

Seville Primary offers a range of optional items and activities that are additional to the free instruction provided to all students at our school. Accessing these items and activities does require payment, but financial support is available (see further details under Financial Help for Families below).

Example extra-curricular items and activities include:

- optional activities, camps, excursions and programs
- class photos
- social events like formals.

We have provided indicative costs of anticipated extra-curricular items and activities below.

Payment for extra-curricular items and activities will be due at the time of the event. Payments may also be made via instalment.

Please contact the school for advice on financial help available for extra-curricular items and activities.

Year Level/s	Extra-curricular items and activities	Indicative cost
P	Prep Breakfast	\$5
P-2	Swimming	\$43
P-2	Photo Trail	\$18
P-4	Life Education	\$18
P&5	Buddies Walk & Lunch	\$10
P-6	Portrait & Class Photos	Variable

1	Grade 1 Dinner	\$8
2	Grade 2 Sleepover	\$16
3-6	Athletics	\$16
3-6	Cross Country	\$10
3-6	Life Saving Victoria Session	\$25
3-6	Hooptime	\$16
3&4	Camp	\$420
3-6	Snow Trip	\$90
4-6	Summer Interschool Sports	\$13
4-6	Winter Interschool Sports	\$13
5&6	Camp	\$520
5&6	Life Education	\$20
6	Fun Day	\$40

Other sports/activities may be offered at the discretion of the school.

Learning materials for students to own

Booklist items:

You can choose to buy learning materials for your child to individually use and own. These items can be bought from any supplier.

Seville Primary has an arrangement with the following supplier for the materials that you can buy: Ross Office Supplies

If you do not buy these items, your child will still be provided with what they need, however they may not be provided with these items to own, or keep, on an individual basis. If you wish to buy items through the supplier, please click [here](#) OR see recommended list published on our website when finalised.

If you would like to buy items to own that are not from this supplier, you can view the lists on our website and purchase items with the same specifications elsewhere.

Digital subscriptions:

Seville Primary uses the below digital subscriptions for learning. You can buy a subscription directly if you want:

- Prep-6; Essential Assessment can be purchased from the school for \$22
- Years Prep-2; Reading Eggs can be purchased from the school for \$15

If you do not buy a subscription, your child will be provided with access to what they need for their learning.

Financial help for families

Seville Primary understands families can experience financial difficulty. Help is available, including:

- **Camps, Sports and Excursions Fund** – this program provides funding for eligible students, including those in out of home care, and holders of eligible financially means-tested cards (such as health care cards), to attend activities like camps, sporting activities, excursions and incursions that are offered on a user-pays basis.
- **Affordable School Uniforms** - delivered by State Schools Relief, this program helps cover costs such as school uniforms, shoes, and other essential school items where families are experiencing financial hardship or short-term crisis.
- **Payment Plans** for Extra-Curricular Items and Activities
- **Secondhand Uniform Sales** through the school office

Applications for support from the Camps, Sports and Excursions Fund and State Schools Relief are submitted by the school - please contact us to discuss these and other financial help.

For a confidential discussion about how to access financial help, please contact:

Lee Nolan or Leigh Hallett

Ph: 03 5964 4557 | Email: Seville.ps@education.vic.gov.au

Payment methods

Book Packs

Payment in full through Ross Office Supplies by **Monday 23rd November 2026** (to avoid a late fee).

If you are experiencing financial difficulties, please contact the office BEFORE this date to discuss alternative arrangements.

Curriculum Contributions

- Payment in full through Ross Office Supplies when purchasing Book Packs.
OR
- Payment via BPAY. Please fill in the attached form and return to the office if paying by BPAY.
OR

If you want to make voluntary contributions throughout the year, you can:

- **decide when to make each contribution**
- **choose the amount of each contribution.**

If you would like to pay for extra-curricular items and activities through instalments, please download a form [here](#) to nominate dates and amounts.

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 of Education's [Parent Contributions](#) policy and guidance, [Financial Help for Families](#) policy, and any other relevant information.

BPAY Payment (for Voluntary Contributions only, when choosing to pay directly to the school. Book Packs are ordered and paid directly through Ross Office Supplies.)

Student name/s _____

I wish to pay the following via BPAY;

Contributions (see recommended amounts above)	
Curriculum Contributions	\$
Digital subscriptions	\$
TOTAL	\$

Parent Signature _____ Date _____

Please tick this box if you require your BPAY details to be provided to you.

☐

Please fill in and return to the school office if you wish to make payment via BPAY.

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.