



PARENT PAYMENT ARRANGEMENTS 2023

Dear Parents and carers,

Montpellier Primary School would like to advise you of our voluntary financial contributions, classroom curriculum contributions, specialist curriculum contributions, other contributions and extra-curricular items and activities for the 2023 school year.

Parent contribution, in all forms, assists our school to provide an enriched learning and teaching program for every student. We take great pride in the work we do with and for your children – and as such, really appreciate that our community makes paying their curriculum contributions a priority. Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. All money received or raised by the school is used to finance learning programs and to maintain and develop our school's buildings and grounds.

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

Yours sincerely

Di Stainsby Principal

Allan Domantay

School Council President

Booklist Educational items for students to own

For each year level there are items required which are essential for your child to learn the standard curriculum. Attached is a list of items that the school recommends you purchase from COS, Montpellier's booklist provider, or provide your own, for your child to individually own and use. Instructions for accessing the COS portal will be provided to parents in November.

Curriculum Contributions - items & activities that students use, or participate in, to access the Curriculum.

Curriculum Contributions	Prep	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6
General classroom consumables, materials, and equipment (eg shared classroom stationery, paper, materials for construction, textiles, play doh, cooking ingredients etc). Posters/charts, class sets, take home books, classroom libraries, maths equipment etc.	\$75	\$75	\$75	\$79	\$79	\$79	\$79
Printing and photocopying of worksheets and learning materials.	\$25	\$25	\$25	\$20	\$20	\$20	\$20
Art – paint & craft materials for art including drawing & painting materials, oil pastels, charcoal, acrylic paints, pva glue, pens, craft paper, clay, inks etc	\$15	\$15	\$15	\$15	\$15	\$15	\$15
STEM consumables, materials & equipment - for science experiments and construction eg icy pole sticks, glue, cardboard, plasticine, cooking ingredients, chemicals etc	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Indonesian consumables, materials & equipment – cooking ingredients, art & craft materials, charts, Indonesian classroom library books	\$5	\$5	\$5	\$5	\$5	\$5	\$5
Performing Arts – materials & equipment - musical instruments, music & drama materials	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Prep transition materials – art & craft materials, prep pack materials printing & laminating	\$10						
Seesaw online subscription	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Library - library books, book cover, library borrowing software	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Activities essential to the standard curriculum: Indonesian & STEM Days \$20 (whole school); Teddy Bears Picnic \$3, Concert bus \$3 (Prep); Preparation for Puberty \$16 (5 & 6)	\$26	\$20	\$20	\$20	\$20	\$36	\$36
Total	\$196	\$180	\$180	\$179	\$179	\$195	\$195

Other Contributions

Montpellier Primary School continues to welcome your voluntary contributions to support our school. The suggested amounts in the table are only a guide; any voluntary contributions will be appreciated and will go towards benefiting programs for students.

Other Contribution	Description	Tax deductible	Suggested Amount
Technology Equipment Contribution	Assists with the provision and upkeep of school devices, peripherals and ICT (eg devices owned by the school, class sets, device configuration, maintenance, server/system costs)	No	\$40
Building Fund	A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	Yes	\$50 (per family)

Extra-curricular items and activities

Montpellier PS offers a range of activities which enhance or broaden the schooling experience and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis. As cost of camps and excursions cannot be finalised until closer to the date, these costs are based on historical costs. Families will be informed of final costs via Compass Events prior to the excursions taking place.

Category	Item	Estimated cost
Camps	Year 4 – Phillip Island	\$310
	Year 6 – Oasis Camp	\$320
Swimming Program	Two days of swimming and water safety program will be provided for all students at no cost to families to meet curriculum standards. In addition, an eight-day intensive Swimming program is offered to students as an extra-curricular user pay program.	\$70
Gymnastics Program	4 sessions	\$40
Excursions & Incursions	Held throughout the year, including Athletics, Cross Country, Interschool sport, year level excursions	TBA

BYOD iPad program 3 – 6

A 1:1 Bring Your Own Device program operates in Years 3 to 6. Parents may choose to provide an iPad for their child to use in the classroom. If parents choose not to provide an iPad, the school will make available an iPad for use in the classroom during school hours. Information will be provided to the Year 2 cohort in Term 3 2023.



Financial Support for Families

Montpellier Primary School understands that some families may experience financial difficulty and offers a range of support options. Where possible, the school will offer to assist families in the following ways:

- Flexible payment plans for extra-curricular activities.
- CSEF (Camps, Sports and Excursion Fund) is available for eligible parents who hold a valid health care card or pension card. The program provides capped payments for eligible students to attend camps, sports and excursions (2022 payment was \$125). Forms are available at the office.
- Support agencies for uniforms and school curriculum materials.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Jill Bell, Business Manager, Ph: 03 5243 2521, Email: montpellier.ps@education.vic.gov.au

Payment Methods

Payment Option	Explanation
COS – booklist provider	Pay for school contributions when ordering your booklist items on the COS website: www.cos.net.au (Preferred option)
BPay 	Payment made directly to the school by using your Bpay biller code and Reference number. Please call the office for your Bpay biller code.
Cash, EFTPOS or credit card	Pay directly to the office or make a credit card payment over the phone.
Compass	Pay via Compass in Course Confirmations
Centrepay 	You can set up Centrelink deductions out of your regular benefits to go directly to school. This can be done as a once off or regularly. You can apply for Centrepay deductions online at: https://www.servicesaustralia.gov.au/individuals/services/centrelink/centrepay/how-use-it/set-deductions

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

The school's refund policy is available on our website: www.montpellierps.vic.edu.au.

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.

PREP PACK PRICE INCLUDING GST: \$100.87

Subject	COS Description	Qty	Price inc GST
	COS Mini Scrapbook 165x245mm 100gsm 64Pg	2	\$1.98
	COS Story Book 330x240 70gsm 24mm 64P Eagle	4	\$9.11
	Elizabeth Richards Book Box Blue	1	\$4.09
	Spartan Pencil Case Extra Large 2 Zip Dark Green	1	\$16.83
	Bostik Glu Stik 35g Clear	4	\$11.70
	COS Broad Colour Markers Assorted	1	\$4.69
	COS BTS Student Pack Drawstring Bag Red	1	\$0.00
	COS Document Wallet Foolscape Buff	1	\$0.70
	COS Double-Sided Whiteboard 210 x 300mm	1	\$6.44
	COS Mini Dogbone Whiteboard Eraser Blue	1	\$0.76
	COS Natural Tri Jumbo HB Pencil	6	\$2.44
	COS Scrapbook 330x240mm Blank 100gsm 64P	5	\$7.04
	COS Twistable Crayons Assorted	2	\$8.43
	COS Whiteboard Bullet Marker 2mm Blue	4	\$4.66
	Faber-Castell Tri Junior Colour Pencils Assorted	2	\$9.94
	Kluwell My Home Reading Yellow Junior 9780648237327	1	\$4.95
	Westcott 127mm Antimicrobial Scissors Assorted	1	\$2.70
	Writer Prem Exer Bk A4 25mm 70gsm 48Pg Umbrella	2	\$2.31
	Display Book A4 20P Refill Clear Front Black	1	\$2.10

YEAR 1 PACK PRICE INCLUDING GST: \$104.11

Subject	COS Description	Qty	Price inc GST
	Bostik Glu Stik 35g Clear	3	\$8.78
	COS 158mm Right Handed Safety Scissors Orange	1	\$1.52
	COS BTS Student Pack Drawstring Bag Orange	1	\$0.00
	COS Double-Sided Whiteboard 210 x 300mm	1	\$6.44
	COS Eraser Large	2	\$0.95
	COS Mini Dogbone Whiteboard Eraser Blue	2	\$1.52
	COS Natural Tri Jumbo HB Pencil	8	\$3.26
	COS PVC Foolscape Clipfolder Black	1	\$4.95
	COS Scrapbook 330x240mm Blank 100gsm 64P	2	\$2.82
	COS Story Book 330x240 70gsm 24mm 64P Eagle	1	\$2.28
	COS Twistable Crayons Assorted	2	\$8.43
	COS Whiteboard Bullet Marker 2mm Black	4	\$4.66
	Faber-Castell Tri Junior Colour Pencils Assorted	2	\$9.94

	Kluwell My Home Reading Yellow Junior 9780648237327	1	\$4.95
	COS Mesh Pouch 350 x 245mm Clear	1	\$3.86
	Writer Book A4 24mm DT 70gsm 64Pg Ground/Grass/Sky	1	\$3.10
	Writing Book 330x240mm 24mm DT 70gsm 64P Shark	9	\$14.26
	Faber-Castell Connector Pens Assorted	1	\$5.56
May be retained from last year	Spartan Pencil Case Extra Large 2 Zip Dark Green	1	\$16.83

YEAR 2 PACK PRICE INCLUDING GST: \$116.76

Subject	COS Description	Qty	Price inc GST
	Bostik Glu Stik 35g Clear	4	\$11.70
	COS 158mm Right Handed Safety Scissors Orange	2	\$3.04
	COS BTS Student Pack Drawstring Bag Yellow	1	\$0.00
	COS Document Wallet Foolscap Green	1	\$0.70
	COS Eraser Large	2	\$0.95
	Faber-Castell Tri Junior Colour Pencils Assorted	2	\$9.94
	COS Natural Tri Jumbo HB Pencil	8	\$3.26
	COS Pen Style Highlighter 1-4mm Pink	1	\$0.70
	COS PVC Foolscap Clipfolder Black	1	\$4.95
	COS Scrapbook 330x240mm Blank 100gsm 64P	3	\$4.22
	COS Sticky Notes 76 x 76mm Yellow	1	\$0.88
	COS Twistable Crayons Assorted	1	\$4.21
	COS Wedge Sharpener Metal Double	1	\$1.06
	COS Whiteboard Bullet Marker 2mm Black	1	\$1.17
	COS Wooden Ruler 300mm	1	\$0.58
	Display Book A4 40P Fixed Insert Cover Black	2	\$9.24
	Graph Book A4 10mm Grid 70gsm 96Pg Flamingo	3	\$4.22
	Kluwell My Home Reading Green Middle 9780648237334	1	\$4.95
	Micador Dry Safe Markers Pack Assorted	1	\$4.68
	Pilot BL-FR7 Frixion Erasable Rollerball Violet	1	\$3.41
	Pilot BL-FR7 Frixion Erasable Rollerball Red	1	\$3.41
	COS Mesh Pouch A3 490x345 New Clear	1	\$4.92
	Project Book A4 Plain/18mm DT 70gsm 48P 174	1	\$0.81
	Protext Scrap Book Jacket Clear	1	\$1.09
	Writing Book 330x240mm 18mm DT 70gsm 64P Bilby	10	\$15.84
May be retained from last year	Spartan Pencil Case Extra Large 2 Zip Dark Green	1	\$16.83

YEAR 3 PACK PRICE INCLUDING GST: \$113.81

Subject	COS Description	Qty	Price inc GST
	Bostik Glu Stik 35g Clear	4	\$11.70
	COS 158mm Right Handed Safety Scissors Orange	1	\$1.52
	COS Ballpoint Pen Medium Red	1	\$0.30
	COS Barrel Sharpener Single Hole Blue	4	\$3.74
	COS BTS Student Pack Drawstring Bag Purple	1	\$0.00
	COS Document Wallet Foolscape Buff	1	\$0.70
	COS Eraser Large	4	\$1.89
	COS Fineliner Pen 0.5mm Black	1	\$1.58
	Faber-Castell Tri Junior Colour Pencils Assorted	2	\$9.94
	COS Sheet Protectors 35mic Copysafe A4 Clear	1	\$1.05
	COS Sticky Notes 76 x 76mm Yellow	2	\$1.76
	COS Stubby Highlighter Yellow	2	\$1.87
	COS Twistable Crayons Assorted	1	\$4.21
	COS Wooden Ruler 300mm	1	\$0.58
	Exercise Book A4 14mm DT 70gsm 96Pg Elephant	2	\$2.46
	Graph Book A4 10mm Grid 70gsm 96Pg Flamingo	5	\$7.04
	In Ear Headset w. Microphone Black	1	\$8.20
	Micador Dry Safe Markers Pack Assorted	1	\$4.68
	Pilot BL-FR7 Frixion Erasable Rollerball Violet	2	\$6.82
	Ruled Pad Bank 200x125mm 100 Sheets	1	\$0.94
	Spirax 5-Subject Notebook 596 A4 250 Pg	2	\$21.05
	Staedtler Tradition 110 Hex HB Pencil	10	\$5.28
May be retained from last year	COS Tartan Case 375 x 264mm 2 Zip Tartan	1	\$3.86
	Visual Art Diary A4 110gsm 120Pg Black	1	\$4.09
	COS Scrapbook 330x240mm Blank 100gsm 64P	1	\$1.41
	Exercise Book A4 14mm DT 70gsm 64Pg Rabbit	1	\$0.99
May be retained from last year	COS Mesh Pouch A3 490x345 New Clear	1	\$4.92
	Writer Project A4 Pln/14mm DT 70gsm 48P Balloons	1	\$1.23

YEAR 4 PACK PRICE INCLUDING GST: \$117.15

Subject	COS Description	Qty	Price inc GST
	Bostik Glu Stik 35g Clear	2	\$5.85
	COS 158mm Right Handed Safety Scissors Orange	1	\$1.52
	COS Ballpoint Pen Medium Blue	2	\$0.59
	COS Barrel Sharpener Single Hole Blue	1	\$0.94
	COS BTS Student Pack Drawstring Bag Green	1	\$0.00
	COS Eraser Large	2	\$0.95
	COS Fineliner Pen 0.5mm Black	1	\$1.58
	Faber-Castell Tri Junior Colour Pencils Assorted	1	\$4.97
	COS Sticky Notes 76 x 76mm Yellow	2	\$1.76
	COS Stubby Highlighter Yellow	1	\$0.94
	COS Twistable Crayons Assorted	1	\$4.21
	COS Whiteboard Bullet Marker 2mm Black	2	\$2.33
	COS Wooden Ruler 300mm	1	\$0.58
	Exercise Book A4 14mm DT 70gsm 96Pg Elephant	8	\$9.86
	Exercise Book A4 14mm DT 70gsm 64Pg Rabbit	1	\$0.99
	Graph Book A4 10mm Grid 70gsm 48Pg Butterfly	4	\$3.74
	Micador Dry Safe Markers Pack Assorted	1	\$4.68
	Micador Licorice Pencil Case 2 Zip Black	1	\$5.27
	Pilot BL-FR7 Frixion Erasable Rollerball Light Blue	3	\$10.23
	Pilot BL-FR7 Frixion Erasable Rollerball Red	3	\$10.23
	Staedtler Tradition 110 Hex HB Pencil	20	\$10.56
	COS Document Wallet Foolscap Buff	1	\$0.70
	Writer Project A4 Pln/14mm DT 70gsm 48P Balloons	1	\$1.23
May be retained from last year	Mconnected Earphones for Kids -In-Ear Black	1	\$11.11
May be retained from last year	Spartan Pencil Case Extra Large 2 Zip Dark Green	1	\$16.83
May be retained from last year	Visual Art Diary A4 110gsm 120Pg Black	1	\$4.09
	COS Scrapbook 330x240mm Blank 100gsm 64P	1	\$1.41

YEAR 5 PACK PRICE INCLUDING GST: \$93.44

Subject	COS Description	Qty	Price inc GST
	Bostik Glu Stik 35g Clear	2	\$5.85
	COS 158mm Right Handed Safety Scissors Orange	1	\$1.52
	COS Ballpoint Pen Medium Blue	6	\$1.78
	COS Ballpoint Pen Medium Red	4	\$1.19
	COS Barrel Pencil Sharpener Double Assorted	1	\$1.17
	COS BTS Student Pack Drawstring Bag Royal Blue	1	\$0.00
	COS Document Wallet PP FC Blue	1	\$1.69
	COS Eraser Large	2	\$0.95
	Faber-Castell Tri Junior Colour Pencils Assorted	1	\$4.97
	COS Plastic Ruler 300mm	1	\$0.41
	COS Ruled Pad A4 Bond 80 Sheets	1	\$1.87
	COS Scrapbook 330x240mm Blank 100gsm 64P	2	\$2.82
	COS Sticky Notes 76 x 76mm Yellow	2	\$1.76
	COS Stubby Highlighter Green	1	\$0.94
	COS Stubby Highlighter Yellow	1	\$0.94
	COS Tartan Pencil Case Large 340x170 New Tartan	1	\$2.33
	Display Book A4 20P Refill Clear Front Black	1	\$2.10
	COS Exercise Book A4 8mm 70gsm 96Pg Lobster	9	\$11.48
	Binder Book A4 8mm 70gsm 64Pg Horse	1	\$0.94
	COS Fine Colour Markers Assorted	1	\$2.52
	Graph Book A4 10mm Grid 70gsm 96Pg Flamingo	5	\$7.04
	Pilot BL-FR7 Frixion Erasable Rollerball Violet	2	\$6.82
	Staedtler Tradition 110 Hex HB Pencil	8	\$4.22
	Writer Project A4 Pln/14mm DT 70gsm 48P Balloons	1	\$1.23
May be retained from last year	Mconnected Earphones for Kids -In-Ear Black	1	\$11.11
May be retained from last year	Visual Art Diary A4 110gsm 120Pg Black	1	\$4.09
	Italplast Tinted Magazine File Blue	1	\$11.70
	COS BTS Student Pack Drawstring Bag Red	1	\$0.00

YEAR 6 PACK PRICE INCLUDING GST: \$114.48

Subject	COS Description	Qty	Price inc GST
	Bostik Glu Stik 35g Clear	2	\$5.85
	COS 158mm Right Handed Safety Scissors Orange	1	\$1.52
	COS Ballpoint Pen Medium Blue	4	\$1.19
	COS Ballpoint Pen Medium Red	4	\$1.19
	COS BTS Student Pack Drawstring Bag Black	1	\$0.00
	COS Eraser Large	2	\$0.95
	COS Fineliner Pen 0.5mm Black	2	\$3.17
	Faber-Castell Tri Junior Colour Pencils Assorted	1	\$4.97
	COS Plastic Ruler 300mm	1	\$0.41
	COS Ruled Pad A4 Bond 80 Sheets	1	\$1.87
	COS Scrapbook 330x240mm Blank 100gsm 64P	2	\$2.82
	COS Sticky Notes 38 x 50mm Yellow	1	\$0.53
	COS Sticky Notes 76 x 76mm Yellow	2	\$1.76
	COS Stubby Highlighter Green	1	\$0.94
	COS Stubby Highlighter Yellow	1	\$0.94
	COS Wedge Sharpener Metal Double	1	\$1.06
	COS Whiteboard Bullet Marker 2mm Black	2	\$2.33
	Display Book A3 20P Fixed Black	1	\$8.13
	Display Book A4 20P Refill Clear Front Black	2	\$4.20
	COS Exercise Book A4 8mm 70gsm 96Pg Lobster	6	\$7.66
	Binder Book A4 8mm 70gsm 64Pg Horse	1	\$0.94
	COS Fine Colour Markers Assorted	1	\$2.52
	Graph Book A4 10mm Grid 70gsm 96Pg Flamingo	5	\$7.04
	Micador 375 Compass Assorted	1	\$1.99
	Pilot BL-FR7 Frixion Erasable Rollerball Violet	2	\$6.82
	COS Protractor 100mm 180 Degrees Clear	1	\$0.88
	Spirax 5-Subject Notebook 596 A4 250 Pg	2	\$21.05
	Staedtler Tradition 110 Hex HB Pencil	8	\$4.22
	Visual Art Diary A4 110gsm 120Pg Black	1	\$4.09
May be retained from last year	COS Tartan Pencil Case Large 340x170 New Tartan	1	\$2.33
May be retained from last year	Mconnected Earphones for Kids -In-Ear Black	1	\$11.11