Rockbank Primary School
Nurture. Believe. Achieve.
EST 1868

27th October 2025

Dear Parent/Guardian,

Rockbank Primary School is looking forward to another great year of teaching and learning and would like to advise you of Rockbank 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. 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 improve the school grounds and provide technology to our students.

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

Yours sincerely,

Krista Barnes - Principal

Lyn Courtice – School Council President

Rockbank Primary School
Nurture. Believe. Achieve.
EST 1868

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment • *Art – paint, crayons, canvas, glitter, coloured paper* • *STEM – chemicals and supplies* • *Mathematics – numeracy essentials* • *English – literacy essentials* • *Sports – equipment*	*$100*
Online subscriptions • *Reading Eggs* • *Mathletics* • *Essential Assessment*	*$30*
ICT devices – provision of devices from the shared classroom sets	*$20*
Total Curriculum Contributions	***$150.00***

Educational items for students to own

Rockbank Primary School recommends you purchase our Book List from Officeworks for your child to individually own and use.

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

Rockbank 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.

The cost of extra-curricular items and activities will be advised throughout the year. These activities and events are payable through Compass School Manager.

Financial Support for Families

Rockbank Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF)
- 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:

Will Allen
Ph: 03 9747 1210 | Email: rockbank.ps@education.vic.gov.au

Additional Contributions;

Category		Totals
Other Contributions (Building/Grounds)	*(Tax-deductible)*	$*[parent to complete]*
Total		**$**

Payment methods

Compass

Amount Payable

First Child - $150.00

Second Child - $112.50

Third Child - $75.00

Fourth, Fifth, Sixth Child - $0.00

Refunds

If a family has paid for a camp, excursion or activity and their student does not attend, a refund can be processed under the following circumstances;

- If the student has an approved illness on the day and
- A medical certificate is provided
- If the activity is cancelled by the school or provider and whereby a replacement is not offered
- A student leaves Rockbank Primary School before the event occurs

If a family has paid for a camp, excursion or activity and their student does not attend, they will not receive a refund under the following situations;

- If the student does not attend one day out of an entire program involving multiple days/activities due to weather or unforeseen circumstances as the family payment covers the whole program
- If the school is forced to cancel one day out of the program involving multiple days/activities due to weather or other unforeseen circumstances, as the family payment covers the program as whole.
- If it has been stated that they were paying for a non-refundable deposit.

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.

Reimbursements will be processed by way of original payment made.

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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.