

**Broadmeadows  
Valley** PRIMARY SCHOOL

## PARENT PAYMENT & CONTRIBUTIONS 2026

Dear Parent/Guardian,

Broadmeadows valley Primary School is looking forward to another great year of teaching and learning and would like to advise you of Broadmeadows Valley 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. 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 wider offering of subjects and special curriculum experiences; enhanced digital learning opportunities & the upgrade of our grounds.

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

Please complete the fee schedule attached and return to the school by **20th February 2026**. We will use this information to best prepare for our students learning needs.

Broadmeadows Valley Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

We spend considerable time selecting the most appropriate items and services to meet the needs of our students.

Yours sincerely,

BELINDA KARLSSON  
PRINCIPAL

MARCELLE JACKSON  
SCHOOL COUNCIL PRESIDENT



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

Broadmeadows Valley 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.

### Financial Support for Families

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

- Camps, Sports and Excursions Fund (CSEF)  
Schools are required to use the Camps, Sports and Excursions Fund (CSEF) payment for expenses relating to Camps, Sport and/or Excursions for the benefit of the eligible student.  
Some common examples of school-organised programs for which the CSEF payment may be used include:
  - School camps/trips
  - Swimming and other school-organised sporting programs.
  - Outdoor education programs.
  - Excursions/incursions
- State Schools Relief (SSR) - access to State Schools Relief Committee support via the Student Wellbeing Co-ordinator which can assist with clothing/uniforms.
- Payment plans and options for Extra-Curricular Items and Activities

### Payment methods

- |          |  |
|----------|--|
| Option A | Full amount at the beginning of Term 1         |
| Option B | Payment at the beginning of each Term          |
| Option C | Half yearly payment (beginning of Terms 1 & 3) |
| Option D | Other payment arrangements                     |
| Option E | Centrepay or B-Pay option                      |

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

Jennifer Petrone

Ph: 03 9309 4066 | Email: [broadmeadows.valley.ps@education.vic.gov.au](mailto:broadmeadows.valley.ps@education.vic.gov.au)

### Refunds

Broadmeadows Valley Primary School must ensure that the provision of services for students (i.e. excursions / camps / visiting groups / services) do not incur direct costs to the school, nor cause the school to run at a loss.

Students withdrawing from an activity will not automatically be entitled to a refund.

- Where the school is charged for the provision of a program or service as a bulk cost and not a 'per head' cost, no refund will be given.
- Where a 'per head' fee is charged, refunds/credit notes may be given.

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



Curriculum Contributions - Items &activities that students use, or participate in, to access the curriculum	Amount	Curriculum Contributions - Items &activities that students use, or participate in, to access the curriculum	Amount
<b>Foundation</b>		<b>Year 1/2</b>	
Pencil Case A3	1	Pencil Case A3	1
Sharpener	1	Sharpener	1
Whiteboard Marker	1	Whiteboard Marker	1
Whiteboard Marker Bullet Tip	1	Whiteboard Marker Bullet Tip	1
Scissors	1	Scissors	1
Textas	4	Textas	4
Glue stick	1 ream	Glue stick	1 ream
A4 copy paper	1 ream	A4 copy paper	1 ream
A3 copy paper	1	A3 copy paper	1
Twistable Crayons	1 pack	Twistable Crayons	1 pack
Home reading journal	1	Home reading journal	1
Triangular pencil 2B	4	Triangular pencil 2B	4
Coloured pencils	2 packs	Coloured pencils	2 packs
Tissues	70 sheets	Tissues	70 sheets
Scrapbook A3	4	Scrapbook A3	4
Storybook exercise book 48 pages	1	Storybook exercise book 48 pages	1
Writing Book Dotted 3rds 64pg	2	Writing Book Dotted 3rds 64pg	2
Mesh Pouch B4	1	Mesh Pouch B4	1
Scrapbook 64 page	1	Scrapbook 64 page	1
Mega Story Book Dotted Thirds	4	Mega Story Book Dotted Thirds	4
Zipper Bag 330 x 250	2	Zipper Bag 330 x 250	2
	1		
<b>TOTAL</b>	<b>\$70</b>	<b>TOTAL</b>	<b>\$70</b>

Curriculum Contributions - Items &activities that students use, or participate in, to access the curriculum	Amount	Curriculum Contributions - Items &activities that students use, or participate in, to access the curriculum	Amount
<b>Year 3/4</b>		<b>Year 5/6</b>	
30cm wooden ruler	1	Scissors	1
Eraser	2	Ruler 30cm Wooden	1
Glue stick	4	Faber Castell Connector Colouring Pens12	1
Scissors	1	Pencil HB	4
Yellow highlighter	1	Sharpener Faber Castell	1
Pink highlighter	1	Mesh Pencil case	1
Red pen	1	Maths Grid Book A4 10mm 96 Page 7	2
Textas	1	Faber Castell Coloured Pencils Assorted Box 12	2
Coloured pencils	2	A5 96 Page Exercise Book	2
HB pencils	8	Paper mate InkjoyRed pen	2
Pencil case - mesh	1	Paper mate Inkjoy Blue pen	4
Green Home Reading Journal	1	Brilliant Copy paper A4 White Ream 500	1
Home Reading mesh pouch	1	Whiteboard Marker Blue Bullet	2
Tissues	2	Scrapbook 64 Page ART	1
Scrap book 64 Page	1	Scrapbook Mini 64 page	1
96 pg. exercise book (dotted thirds)	5	Eraser Faber Castell Student Medium EACH	4
Maths grid book 96 pg		Diary - Student Spiral A5	1
A4 paper ream- white	2	Highlighters	1
Mini scrapbook	1	UHU Magic Blue Glue Stick 40g	3
Sharpener Pencil Maped Shaker	1	Facial Tissues 2 Ply 200 sheet	1
Double Hole		Display Book Black A4 Refillable 20 Pocket	4
Connector Colouring Pens Pack 12	1	A5 notepad	2
Reading Journal	1	A4 14mm 96 Page Exercise Book	4
Ballpoint Pen Red & Blue	4	Dotted Thirds 64 Page Exercise Book	4
Mesh Pouch B4	1	Glue stick	4
Slim Barrel Black Drywipe Pens	4	Show-me Boards A4	1
<b>TOTAL</b>	<b>\$70</b>	<b>TOTAL</b>	<b>\$70</b>

#### Other Contributions for noncurricular items and activities

Broadmeadows Valley Primary School continues to welcome your voluntary contributions to support our school.

School Council has agreed to use our Voluntary Contribution Program to supplement our Maintenance and Minor Works Sub-Program. Please donate at the level you feel you can afford.





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## 2026 Parent Payment Curriculum Contributions – Foundation – Year 6

Family Surname	Children attending BVPS	Year Level in 2026

<p style="text-align: center;"><b>2026 CSEF Application Form – Eligibility Criteria</b></p> <p>Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. \$400 per year will be paid for eligible primary school students. The CSEF is an annual payment to the school of the eligible applicant. CSEF payments will be processed directly to schools and are expected to commence from term three each year.</p> <p>Please fill in the CSEF application form attached and submit this application to the school by the due date.</p>	YES / NO
<p style="text-align: center;"><b>2026 Centre-pay Application Form – Eligibility Criteria</b></p> <p>Centrepay is a free direct bill-paying service offered to customers receiving Centrelink payments. Through Centrepay you can choose to pay <u>school fees</u>, excursions, camps etc by having a regular amount deducted from your payments and transferred electronically to Broadmeadows Valley Primary School.</p> <p>Please fill in the Centrepay deduction form attached and submit this form to the school by the due date.</p>	YES / NO

Please bring this completed sheet with you when making payment.

Curriculum Contributions				
	Description	No. Children	Amount	Amount Paid
	Foundation/1/2 students		\$ 70.00	\$
	Year 3/ 4 students		\$ 70.00	\$
	Year 5/ 6 students		\$ 70.00	\$

**Total Curriculum Contribution**     \$

### Other Contributions

<p><b>Grounds beautification</b></p> <p>Your contribution helps to ensure our school grounds always looks its best.</p>	<p>School Council has agreed to use our Other Contribution Program to supplement our Maintenance and Minor Works Sub-Program. Please donate at the level you feel you can afford.</p>	
<p><b>Total Curriculum/Other Contributions</b></p>		<p>\$</p>
<p><b>Total: Cash/Bpay or Centrepay (please indicate)</b></p>		<p>\$</p>



# 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.