18 November 2015

Dear Parent/Guardian,

School charges and contributions paid by parents are an essential component of every school’s budget. At Great Ryrie, we have a long standing commitment to ensuring that school fees are kept to a minimum and that these monies directly benefit the children. At the same time, we have kept our school fees comparable with those of other schools in the area.

Whilst working to keep charges to a minimum, we are not able to sustain high quality programs for your child from within the government funding provided. Please note that there are policy guidelines from the Government about payments requested from parents and using these guidelines we have written our Parent Payments policy which has been passed by School Council. The following breakdown describes the various components of the set fees for the 2016 year under Government guidelines:

Please refer below for the itemised list that includes essential education items (those items that your child needs for school) and optional extras (that you can choose whether your child participates in or accesses).

**ESSENTIAL EDUCATIONAL ITEMS**

These are items that are essential to support the course of instruction in the standard curriculum that parents and guardians are responsible for and therefore **MUST** be paid by parents and carers. This category represents part of the Subject Contributions, previously $235 in 2015 (which incorporated provision for the maintenance and replacement of non-consumable items, class sets and resources to support the curriculum, now costed separately below, under the Curriculum Payment category).

<table>
<thead>
<tr>
<th>Item</th>
<th>Specifications</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stationery items – consumables that the student takes home</td>
<td>These items include… Exercise books Project books Scrapbooks Rulers, Pens, Pencils, Crayons, Scissors, Display Books etc</td>
<td>$144.00</td>
</tr>
<tr>
<td>Including Photocopying/printing by school in lieu of text books and other resources that the student takes home</td>
<td>• Indonesian literacy consumables (as detailed above)</td>
<td>$6</td>
</tr>
<tr>
<td></td>
<td>• Performing Arts consumables (as detailed above)</td>
<td>$12</td>
</tr>
<tr>
<td></td>
<td>• Visual Arts consumables</td>
<td>$15</td>
</tr>
<tr>
<td>Material provided by the school when the student takes the finished article home</td>
<td>• Recorder Program (Years 1 – 6) From Year 1 and new enrolments</td>
<td>$15</td>
</tr>
<tr>
<td></td>
<td>Recorder</td>
<td>$8</td>
</tr>
<tr>
<td></td>
<td>Recorder Bag</td>
<td>$8</td>
</tr>
<tr>
<td></td>
<td>TOTAL ESSENTIAL EDUCATION ITEMS per student (Foundation, Years 2-6)</td>
<td><strong>$177.00</strong></td>
</tr>
<tr>
<td>*TOTAL ESSENTIAL EDUCATION ITEMS per student (Year 1)</td>
<td><strong>$208.00</strong></td>
<td></td>
</tr>
</tbody>
</table>
School Council has determined to invite parents to make the following payments in the optional and voluntary categories.

**OPTIONAL EXTRAS**

The Government introduced the ‘Camps, Sports & Excursions Fund’ (CSEF). Parents who hold a current Health Care Card may be eligible for an annual payment of $125.00 per student, paid to the school that can only be used for incursions, excursions, sports or camps. If parents received this allowance in 2015, any unused balance can be carried over into 2016 and could reduce the amount payment for the 2016 Activities Charge.

1) **Activity Charge**

$50-70 per student

This is an upfront payment covering events such as visiting performances/specialists and extracurricular educational trips out of the school. (Swimming, camps and sports are not included in this charge)

- $50 per child in Foundation Year,
- $50 per child in Years 1&2,
- $60 per child in Years 3&4 and
- $70 per child in Years 5&6.

Teachers will keep all the year’s optional activities to this amount and parents will be able to make one payment to cover the cost of all these activities for their child’s Year Level.

Each individual activity will be costed separately within this amount and if your child does not participate in a particular activity or if the charge for the year is not fully expended, you may request to have the amount credited to other charges, credited towards next year’s charges or refunded to you.

The Activity Charge must be paid **no later than Friday 26th February** otherwise a ‘pay as you go’ system is offered.

School Council encourages families to pay the Activities Charge. We have found that over 50% of families choose this option as it helps with household budgeting.

Throughout the year, particularly for upper year levels, other sporting or extracurricular experiences are offered to the students which may require an additional payment from parents. For such activities a note will be sent home well in advance and the cost of the activity identified.
This third category is **Voluntary financial contributions**, where parents and guardians are invited to make a donation to the school.

### VOLUNTARY FINANCIAL CONTRIBUTIONS

1) **Curriculum Payment**  
   **$60.00 per student**  
   This is a new category, which represents part of the Subject Contributions, previously $235 (incorporating the Essential Educational Items now costed separately above) in 2015. This category is now separated to provide greater clarity to parents under revised DET guidelines. It provides for the maintenance and replacement of non-consumable items, class sets and resources to support the curriculum, i.e. Literacy (books and texts - $21.00/student), Numeracy (equipment - $21.00/student), Phys-Ed (equipment - $13.00/student) and Computer Software (computer programs and licencing - $5.00/student). School Council invites families to contribute $60 per student.

2) **First Aid Officer**  
   **$25.00 per family**  
   The school employs a First Aid Officer each day of the week between 10:30am and 2:30pm. This is a Great Ryrie initiative and we receive no government funding for this position. To continue this vital program in 2016, School Council invites a contribution of $25.00 from each family. We know from parent feedback that this is a valuable service to our students and we thank you for your continued support of this program.

3) **Computer Technology Program**  
   **$35.00 per family**  
   Each family is asked to make a contribution to the school Computer Technology program. This money is used to purchase equipment needed to sustain a modern computer program. School Council invites a contribution of $35.00 per family.

4) **Library Fund**  
   **$30.00 per family**  
   Each family is asked to make a **tax-deductible donation** to the school Library Fund. This money is used to purchase books and equipment needed to sustain a modern library facility. School Council invites a contribution of $30.00, $50.00, $100.00 or ‘Other Amount’ per family. (Many families choose to contribute $30.00 per year)

5) **Grounds Levy**  
   **$45.00 per family**  
   A significant cost to all schools is the maintenance and upkeep of school grounds. Working bees are organized once a term to undertake various tasks around the school. Where families are unable to attend any of these working bees, School Council invites a $45.00 contribution per family.

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### THERE ARE 3 OPTIONS FOR PAYMENT OF ESSENTIAL, OPTIONAL AND VOLUNTARY CHARGES

1) Payment in full by **Tuesday 16th February, 2016.** (Due to the benefit the school derives from purchasing in bulk prior to the start of the school year, we are offering a **$10 discount**, per student, on the Essential Education Items, to families paying this item in full, by this date.)

   Or

2) Four equal instalments (due 16 December 2015, 27 April 2016, 27 July 2016 & 26 October 2016)

   Or

3) 10 Monthly instalments on the 16th of each month *(or closest business day)* from December 2015 to October 2016 (excluding January).

Payment can be made by CASH, CHEQUE, BPAY or EFT at the office. To record your payment commitment for 2016, please complete the attached payment option form and return to the office by **Wednesday December 16th**.  
*Payment is not required by this date*, as detailed above, but the form **MUST** be completed and returned.

If you will have difficulty making payments please make an appointment to speak to the Principal to discuss possible support options and flexible payment arrangements. Any information about your financial circumstances, payment arrangements or status will be kept strictly confidential.

**Note:** The 2016 School Charges and Contribution Form (below) MUST be returned to the school office NO LATER THAN Wednesday 16th December 2015, irrespective of which payment option you are choosing!

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Doug Elliott  
**Principal**  

Terry Jenvey  
**School Council President**
Note: This form MUST be returned to the school office NO LATER THAN Wednesday 16th December 2015, irrespective of which payment option you are choosing!

2016 SCHOOL CHARGES AND CONTRIBUTIONS

Family Name: ________________________________

Child/ren’s Name and 2016 Year Level

______________________________________________________________________________YR( ) ______________________________________________________________________________________YR( )

______________________________________________________________________________YR( ) ______________________________________________________________________________________YR( )

Essential Education Items

<table>
<thead>
<tr>
<th>Item</th>
<th>x (No. Students)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential Education Items $177</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>*Recorder Program (Yr 1)</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>TOTAL Essential Education Items</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

*or new enrolments from Years 2 to 6.

Optional Extras

<table>
<thead>
<tr>
<th>Item</th>
<th>x (No. Students)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activities Charge - FD $50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Activities Charge - Years 1&amp;2 $50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Activities Charge - Years 3&amp;4 $60</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Activities Charge -Years 5&amp;6 $70</td>
<td></td>
<td></td>
</tr>
<tr>
<td>School Magazine $15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL Optional Extras</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

*Voluntary Financial Contributions

<table>
<thead>
<tr>
<th>Item</th>
<th>Suggested amount</th>
<th>Contribution</th>
<th>x (No. Students)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curriculum Payment (Per Student)</td>
<td>$60</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL Curriculum Payment</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First Aid (Per Family)</td>
<td>$ 25</td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>School Library Fund (tax deductible) (Per Family)</td>
<td>$ 30</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grounds (Per Family)</td>
<td>$ 45</td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Information Technology (Per Family)</td>
<td>$ 35</td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>TOTAL Voluntary Contributions</td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

TOTAL PAYMENTS

Total Essential Educational Items $_______
Total Optional Extras $_______
Total Voluntary Contributions $_______

TOTAL $_______
1. Payment by BPAY
Great Ryrie is pleased to offer BPAY as a payment option. It is an easy secure service allowing you to initiate payment directly through your financial institution using telephone or Internet banking. The School’s Biller Code and your unique reference number will appear on your statement. BPAY payments can be made from cheque, savings or credit card accounts and can be set up to make regular payments e.g. weekly, fortnightly or monthly.

   Biller Code: 87361  Reference: Refer your family statement

2. Credit Card Payment
Payment in full or by regular monthly instalments may be debited from your Mastercard or Visa. Simply complete the Credit Card Authorisation form below. Please remember to advise the office of any changes to your card details, especially new expiry dates.

3. Payment in Person/Mail
Please present (or post) your statement and make your payment by cash, cheque or EFTPOS at the school office.

Please complete the 2016 School Charges and Contributions form (attached) which itemises your payment for 2016 and return to the school office NO LATER THAN Wednesday 16th December 2015, irrespective of which payment option you are choosing!

2016 Payment Option/Authority Form

FAMILY FULL NAME: ………………………………………………………………………………………………

CHILD’S/CHILDREN’S NAME(S): ………………………………………………………………………………………………..

I/We wish to pay school fees (as per the attached 2016 School Charges form) for the above by:

☐ Payment in full by Tuesday 16th February, 2016

☐ Four equal instalments (due 16 December 2015, 27 April 2016, 27 July 2016 & 26 October 2016)

☐ 10 Monthly instalments on the 16th of each month (or closest business day) from December 2015 to October 2016 (excluding January),

☐ I will be paying at the office or via BPAY

or

☐ Please debit my Visa/Mastercard (please circle appropriate card)

Mastercard /Visa (please circle one) __________ / __________/ __________ / __________

CVV: __________

Expiry date: __/___

Cardholder’s Name: ………………………………………………Signature: …………………………………………………

This authority remains in place until all 2016 school fees have been settled unless otherwise revoked by the above cardholder, in writing. It is the cardholder’s responsibility to advise the School of the card’s new details when the expiry date has been reached.

Office Use Only:

Instalment Amount $____________ per month/quarter