Sandringham Primary School

November 2025

Dear parent/carer,

Sandringham Primary School is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the 'standard' Victorian curriculum, and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing financial support and commitment of our families ensures that our school can offer the best possible education beyond the standard curriculum. We want to thank you in advance for all financial support as this makes a significant difference to the quality of programs we can offer.

Within our school your financial support has allowed us to offer above and beyond the standard curriculum. This includes programs and resources unique to Sandringham Primary School such as:

- Small class sizes
- High quality literature for our wonderful library
- Teacher librarian
- Maths and Literacy specialist leadership
- High quality take home reading material
- Rich experience-based learning opportunities
- Enrichment program
- Learning support
- Maintaining our exceptional wellbeing program
- Registered nurse – Claire. Most schools DO NOT have a nurse on-site
- Investigations resources
- 4 specialist programs
- Additional high quality student resources and equipment for our Specialists Programs (Performing Arts, Visual Arts, PE and French)
- Enhanced technology such as iPads P-2, robotics, radio room equipment
- Additional hours of IT support and an IT help desk
- Kitchen Garden program
- Chess Club
- Employment of a maintenance person
- Appropriate administrative and school communication support
- Maintenance of our beautiful buildings and grounds which reflects community expectations

We ask that you please consider paying the contributions where you can, as they support many different educational, social and physical aspects of our school. We greatly appreciate the generosity of our wonderful families.

Please refer to the attached, for detailed information on how your contributions are used.

Payment Options:

- Payment can be made via QKR! by Wednesday 10th December 2025 (you do not need to return the financial contribution form) or
- You can use the instalment method and return the financial contributions form to the school office by Monday 8th December to enable us to process the first instalment on Wednesday 10th December 2025.

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

Yours sincerely,

Louise Neave
Principal

Gabrielle Bowe
School Council President

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Sandringham Primary School
Prep 2026 Financial Contributions

Curriculum Contributions - items and activities that students use, or participate in, to access the curriculum	Amount
Stationery Pack – educational items for students to own This pack will be delivered directly to the school for the start of Term 1. You are not required to collect the packs, as they will be distributed directly to your child's classroom. • Book tub plastic er – white • Clay dough staedtler norris club 130g pot assorted colours (each) • Clipfolder a4 bantex blue • Cloth cleaning microfibre 20 x 20cm • Copy paper a4 bright white 80gsm • Desk strip alphabet modern cursive • Document wallet pp button closure a4 l/s clear • Glue stick staedtler 36gm • Headphones micador mconnect blackout with storage bag • Highlighter faber text liner ice asst 4's • Marker whiteboard pentel bullet tip black • Marker whiteboard pentel bullet tip blue • Markers crayola super tip washable pk20 • Notebook a6 black & red a-z 100lf • Number lines double sided 0-30 and 0-10 • Paint micador watercolour palette 12's • Pencil jumbo triangular hb belgrave • Pencils coloured faber castell junior grip 3.8mm pk20 • Project book protext pp 24mm d/t 64pg • Scissors staedtler norris club safety 14cm • Scrap book best buddies mini 100gsm 64pg • Scrap book contrast colorful critters 100gsm 64pg • Story book writer premium 24mm ruled 330x240mm 64pg • Take-home reading diary • Tape clear adhesive 18x66m • Tape masking 18mm x 50mt • Targeting - handwriting vic prep student book • Tissues facial 2ply box 200's • Whiteboard double sided a4 magnetic - dotted thirds/plain • Write and wipe sleeves a4 (with eraser pen) • Write n wipe whiteboard marker with eraser tip (each)	$134.00
Classroom consumables, materials & equipment – these contributions directly support several important curriculum areas and programs that we offer including: • Art consumables & resources • Investigation consumables & resources • Mathematics resources • English resources (guided reading books & take-home readers etc) • Performing Arts resources • LOTE program resources • Subject Focus consumables & resources • Classroom supplies • Replacement of sporting equipment	$161.00
Programs & Resources • Mathletics is an engaging app that supports your child's learning of maths at school and at home • Resource Rescue • Purchase of Apps • Elastik • Resilience Project – funded by the school	$39.00
Digital Technology - The provision of equipment, technical support services and the software that underpins all subject areas	$125.00
Printing and photocopying - of worksheets and learning materials	$15.00

Sandringham Primary School
Prep 2026 Financial Contributions

Other Contributions - for non-curriculum items and activities	**Amount**
School Sports Victoria membership	$5.00
Student & parent communication tools – Sentral to support student attendance, permission forms, school calendar, interviews & report writing (including the tracking of student academic and wellbeing data)	$34.00
First Aid, Wellbeing - Sandringham Primary School goes above and beyond some other schools through the employment of a School Nurse to provide First Aid. By having a trained nurse on staff, your children can access trained nursing First Aid care. This is not only highly beneficial should your child need assistance, but – based on feedback from our parent community - also provides a great deal of peace-of-mind for parents	$150.00
School grounds maintenance and improvements – Contributes to safe and well-maintained grounds for our school community. Whilst Department of Education funding provides minimal maintenance, our employment of a maintenance resource ensures a prompt response to reported issues and a high standard of upkeep and presentation across grounds and buildings	$100.00

Extra-Curricular Items and Activities – Incursions, Excursions, Camps 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.	**Amount**
Excursions/Incursions all year levels - to be held throughout the year	$170.00
Swimming all year levels – to be invoiced throughout the year	TBA

Tax Deductible Contributions	**Suggested Amount**
Building Fund - A tax-deductible contribution to support improvements, upgrades and maintenance of school infrastructure.	$50.00
Library Fund - A tax-deductible contribution to support book purchases, equipment and technology that sustain and reside in the library.	$50.00

Sandringham Primary School
Prep 2026 Financial Contributions

Educational items for students to own (stationery pack)

To ensure consistency in student resources, efficiency and a minimisation of waste, it is highly preferable that families make the Curriculum Contribution for Stationery Packs as outlined above, so that Sandringham Primary School can continue to manage and provide stationery centrally. We have sourced a local supplier that is well-established, very competitive in pricing and has a proven record in providing quality products to schools.

Should you prefer to purchase stationery for your child to individually own and use, you will need to contact the School Office to let us know of your intention to purchase your child's items from a third party supplier. The school will provide you with quantities required.

Financial Support for Families

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

- Access to State Schools Relief Committee support via the principal to assist with clothing/uniforms
- CSEF, Camps Sports & Excursion Fund (eligibility requirements)
- Donations received from the wider community.

For a confidential discussion about accessing these services contact Maxine Mills on 03 9598 1488 or email: maxine.mills@education.vic.gov.au.

Refunds will only be considered on Extra Curriculum Items and Activities

Sandringham Primary School responds to refunds on a case-by-case basis. Where refunds are deemed reasonable, and if the school has not incurred a cost on behalf of your child, refunds are made on a pro-rata basis. If the school has incurred a cost, the school will act reasonably and take into consideration the Financial Help for Families Policy and relevant arrangements, including support for families experiencing hardship. Refunds will not be given for donations made to the Library and Building Fund due to tax implications.

Sandringham Primary School
Prep 2026 Financial Contributions

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	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.