



HARTWELL PRIMARY SCHOOL 4055

November 19th 2019

Dear Parents,

At Hartwell we endeavour to provide our children with the highest quality learning programs, e-learning equipment and resources that ensure our students are equipped to be productive, creative global citizens. We are very proud of the learning opportunities that our students enjoy at Hartwell, as they are not replicated in many other schools across the state. Hartwell is leading the field in this way.

The School Council met to review and discuss the school contribution payments for the 2020 school year which are outlined in this letter. We have tried to keep a balance between providing the best possible learning opportunities for students and keeping costs reasonable.

Without your continued support, the high standard and diverse range of programs and activities that are currently available at Hartwell would not be possible. We ask all families to continue to support these components of our parent contributions for the year.

In 2020 we will not include the optional payment for the excursion levy or the year book as we have done in previous years. This change is mainly due to the many duplicate payments being made via the Qkr app by families who are uncertain whether they have paid the excursion levy or the year book at the start of the year. Payment for incursions/excursions will be requested as they are needed and payment for the year book will be requested in Term 3.

The Hartwell school contributions for 2020 will be distributed in the following way:-

PART A – Essential Items - \$200 per student

Parents and guardians are required to pay the school for the cost of books and personal requisites your child will use in 2020 which are used in the standard curriculum program.

In 2020 this levy has been increased by \$15 to \$200. Students in Years 1-6 will receive individual book packs which will be available for collection on the dates listed in this letter. Prep students are provided with their items directly in the classroom.

These charges also go towards the cost of materials including classroom art materials and other classroom consumables which are purchased directly by the school. Also covered in this payment are the materials for our standard specialist programs including – Music, Visual Arts, Physical Education, Science and Italian/Mandarin.

These items are made available to the students and avoid the need for parents to supply them. By purchasing these items on behalf of the students we are able to obtain substantial discounts and provide a simple system whereby every child receives the required stationery.

PART B –Voluntary Contribution

The voluntary contribution, together with other funds raised by our community, allows the school to operate an important number of programs to the level desired by our school community. This contribution supports the provision of additional resources and programs for our school in Literacy, Numeracy, Physical Education and Sport, Visual and Performing Arts, Science, Italian/Mandarin and Inquiry Learning.

PART C- Information and Communication Technology Levy

Hartwell continues to provide an ICT rich curriculum utilising the latest technologies available for students and staff. The levy is used to help offset the significant and increasing cost of providing hardware, software, infrastructure and technical support required to manage the equipment and the programs. This levy contributes to the cost of such items as interactive whiteboards, laptops, iPads, digital technologies, robotics, cameras and technical support. In 2019 we purchased a state of the art AV system (\$38,000) for the gym. In 2020 we will be leasing additional iPads, laptops and updating the older charging carts that house these devices.

The ICT levy will remain at \$110 per student and a maximum of \$220 per family. This will enable us to maintain our current level of ICT, whilst ensuring all students have access to digital technologies without the need for parents to purchase a device.

PART D – Resilience Resources - \$18

As a school we are committed to ensuring we develop ‘the whole child’ – academically, socially, emotionally and physically. The Resilience Project resources include access to online materials, resources and presentations to ensure we are equipping each child with the skills and understanding of resilience, empathy and optimism.

PART E - Maintenance Levy - \$60 per family -OPTIONAL

This levy will help meet costs for the school to employ a handyman for minor day to day repairs and generally maintain the school facilities and grounds.

Building Fund – Donations to this fund are tax deductible- OPTIONAL

The Building Fund has been set up to enable us to undertake building improvements and maintenance. Funds are used for specific projects to enhance the buildings and grounds of the school. Funds donated in the last year contributed towards the projects listed below.

Library Fund - Donations to this fund are tax deductible -OPTIONAL

The Library Fund is used to improve our library’s resources. In 2019 these funds will be used specifically to purchase books and furniture for use in the library. We will be also be purchasing new software to enable us to update the current library system for 2020.

This year we are again urging everyone to contribute to these two funds and the voluntary contributions, as support from all families is required to maintain and enhance the high quality teaching and learning programs and resources.

In 2019, 90% of families paid their School Contributions and ICT / Handyman Levies. We are very grateful that our generous families continue to support the school. Significant fundraising activities such as Lapathon, Art Show, Cookbook and Movie Night, enabled projects such as the following to be undertaken:-

- Painting of the gym - \$10,000
- New built in cupboards for lost clothing - \$4500
- Rubberised softfall for the Prep and Junior playgrounds - \$52,000
- Directional signage - \$16,000
- Drainage hear the Merton Street gate \$9500
- New Synthiturf - \$120,000 (to be paid over the next two years)

Please support us by paying these contributions so Hartwell can continue to be an exemplary school for your children.

We enjoy wonderful facilities since the modernisation of our school buildings and grounds. While this is exciting for the Hartwell community, it is also a time when we will need to maintain these magnificent resources.

Families that are in a position to contribute extra funds to assist with these projects are strongly urged to donate to either the Building or Library Funds. These donations will be used to fund resources that are not provided for in the Government grant. All Building and Library Fund donations are tax deductible.

As always any family having difficulty meeting the fees is strongly encouraged to approach Lisa Banks to negotiate an affordable arrangement.

**Jenny Martin
School Council President**

**Lisa Banks
Principal**

Listed below are a range of payment options. Please complete the attached form and return it to the school office with your payment.

PAYMENT ARRANGEMENTS – Please note that all payments will be processed on the day or as soon as possible after they are received at the school office.

1. Payment can be made at the school office until Friday 13th December 2019.
OR
2. Payment can be made at the school office on Thursday 23rd January and Friday 24th January 2020 (9am – 1pm) and from Tuesday 29th January. On these days book packs will be available for collection from the school office.
OR
3. Individual payment arrangements can be made by contacting the school principal. [i.e. payment in three or more instalments to suit individual families].
4. **Camps, Sport and Excursion Fund**
Eligible Health Care Card holders are asked to complete an application form for this allowance which is allocated against nominated camps, excursions and sports expenses. Please see the Office for an application form. In 2020 the amount is \$125 per primary school aged child.

METHOD OF PAYMENT

1. Accounts may be paid by cash, cheque, credit card or EFTPOS
OR
2. Payments can be paid in full or in instalments.
Payment by instalment:-
 - 1st instalment by Friday 31st January 2020
 - 2nd instalment by Friday 6th March 2020

Please retain your school contribution receipts when they are sent home as our CASES21 computer software does not allow a duplicate receipt to be issued.

**HARTWELL PRIMARY SCHOOL
YEAR 2020 – SCHOOL CONTRIBUTIONS**

Family Name: _____

Child's Name: _____ 2020 Year Level: _____

Child's Name: _____ 2020 Year Level: _____

Child's Name: _____ 2020 Year Level: _____

Child's Name: _____ 2020 Year Level: _____

PART A – ESSENTIAL ITEMS \$200 per student	\$
PART B – VOLUNTARY CONTRIBUTION \$190 per student	\$
PART C - ICT LEVY \$110 per student [capped at \$220 per family]	\$
PART D – RESILIENCE RESOURCES \$18 per student	\$
PART E - MAINTENANCE LEVY - \$60 per family	\$
Donation to Library Trust Fund (tax deductible)	\$
Donation to Building Fund (tax deductible)	\$
TOTAL	\$

Payment Method:

- I wish to pay the full amount now
 I wish to pay in two instalments
 I will make individual arrangements with the school Principal

1st instalment due on or before Friday 31st January 2020

2nd instalment due on or before Friday 6th March 2020

NOTE: If you wish to have the 2nd instalment deducted automatically on 6/3/2020 please sign the authorisation below.

Please debit the credit card below automatically with the balance due, on 8/3/2019

Cardholders Signature _____

Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> EFTPOS <input type="checkbox"/> Cheque <input type="checkbox"/> (made payable to HPS)	
Card Number _____	Expiry Date __ / __ CCV ____
Cardholder's Name: _____ (Please Print)	
Cardholder's Signature: _____	

Office use only:

1st Instalment \$ _____ Paid on _____ (Date) Balance Due \$ _____

2nd Instalment \$ _____ Paid on _____ (Date)

Signature: _____

Date: _____