

HARTWELL PRIMARY SCHOOL
YEAR 2021 – SCHOOL CONTRIBUTIONS



November 19th 2020

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 2021 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.

The Hartwell school contributions for 2021 will be distributed in the following way:-

PART A – Essential Items - \$200 per student

Parents and Guardians are required to pay for the following list of items and activities which are essential for your child to learn the standard curriculum.

Classroom Essential Items – Book packs & top up classroom consumables

Semester 1	\$80
Semester 2	\$40

Consumables for Visual Arts & Science

Visual Arts Consumables	\$25
Science Consumables	\$10

Online Learning Subscriptions \$25

(Mathletics, Reading Eggs, Wushka, Soundwaves)

Resilience Journal \$20

In 2021 this levy will remain at \$200 and all 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. It also enables us to employ our school nurses and an additional ICT technician providing Hartwell with an extra day of IT support for staff and students.

PART C - Information and Communication Technology Levy - \$110 per student (\$220 per family)

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 classroom smartboards, laptops, iPads, digital technologies, robotics, cameras and technical support. In 2020 we leased a further 80 iPads and 60 laptops.

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 - Maintenance Levy - \$60 per family

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.

PART E - Year Book Levy - \$30 per Yearbook

Purchase of a Year Book is optional. Those wanting to purchase a year book for their children can do so with the initial school contributions or can pay later in the year. An order form will be sent to families who did not take up this 'buy early' option, at the end of term three.

Building Fund – Donations to this fund are tax deductible

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.

Library Fund - Donations to this fund are tax deductible

The Library Fund is used to improve our library's resources. In 2021 these funds will be used specifically to purchase books and furniture for use in the library. We will be also be setting up small libraries in each of the learning areas during the year.

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 2020, over 90% of families paid their School Contributions and ICT / Handyman Levies. We are very grateful that our generous families continue to support the school.

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

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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 via the QKR app until Friday 11th December and from Thursday 21st January 2021. Parents using Qkr should note that even though you can only select one child's name on QKR to pay your parent contributions your official receipt from the school will include all students in your family. The Qkr app will be closed from 12th December to 20th January to enable the end of year / start of year rollover processes to be completed.
2. Payment can be made until Friday 11th December by emailing the attached payment form to:
hartwell.ps@education.vic.gov.au

OR
3. Payment can be made at the school office on Thursday 21st January and Friday 22nd January 2021 (9am – 1pm) and from 8am to 4pm on Wednesday 27th January 2021. On these days book packs will be available for collection from the school office (book pick up to be confirmed depending on COVID restrictions at the time).

OR
4. Individual payment arrangements can be made by contacting the school principal. [i.e. payment in three or more instalments to suit individual families].

METHOD OF PAYMENT

1. Accounts may be paid by QKR, cash, cheque, credit card or EFTPOS

OR
2. Payments can be paid in full or in instalments.
Payment by instalment:-
 - 1st instalment by Friday 5th February 2021
 - 2nd instalment by Friday 5th March 2021

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. The receipt includes donations to the School Library and the Building Fund which will be required when submitting your tax return.

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Family Name: _____

Child's Name: _____ 2021 Year Level: _____

Child's Name: _____ 2021 Year Level: _____

Child's Name: _____ 2021 Year Level: _____

Child's Name: _____ 2021 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 - MAINTENANCE LEVY - \$60 per family	\$
PART E – YEAR BOOK \$30	\$
Donation to School Library (tax deductible)	\$
Donation to Building Fund (tax deductible)	\$
TOTAL	\$

Payment Method:

Please note payment can now also be made on the Qkr app (see previous page for details of all payment methods)

- 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 by Friday 5th February 2021

2nd instalment due by Friday 5th March 2021

NOTE: If you wish to have the 2nd instalment deducted automatically on 5/3/2021 please sign the authorisation below.

Please debit the credit card below automatically with the balance due, on 5/3/2021

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: _____
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Office use only:

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

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

Signature: _____

Date: _____