Mandama Primary School

10 Corang Avenue
Grovedale, Victoria 3216
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Learning for Life

GRADE 2 PARENT/CARER CONTRIBUTIONS 2026

Mandama Primary School is looking forward to your child commencing at Mandama in 2026. We are looking forward to a great year of teaching and learning and would like to advise you of Mandama Primary School's voluntary financial contributions/school fees for 2026.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. The ongoing financial support of our families ensures that our school can offer the best possible education and support for our students. We want to thank you for your future support, whether that is through fundraising or volunteering your time. This will make a huge difference to our school and the programs we can offer.

I seek your support as I endeavour with staff and School Council to provide an on-going enhancement of equipment and resources to benefit all student learning. I ask you to read the attached notices carefully.

We would appreciate payment by Wednesday 10th December 2025; however, payment may also be made in January 2026 at the school office on Thursday 22nd January between 8am and 1pm and Tuesday 27th January between 12noon and 5pm.

All booklist supplies will be available for all students in their classroom on the first day of Term 1, Wednesday 28th January 2026. Contributions can be made to the school by Cash, EFTPOS or BPAY.

Your family BPay reference number can be found on your family statement. BPay funds stay on your family account and can be used for curriculum contributions, extra-curricular items and activities and Out of School Hours Care (OSHC), for any child.

Any monies left on your family account when your child/ren finish at Mandama PS can be returned to you or transferred to your next government school.

CAMPS, SPORTS & EXCURSIONS FUND (CSEF)

Parents/carers who hold a valid means-tested concession card or are a temporary foster parent are able to apply for CSEF, which provides the school with $400 per student to cover the costs of excursions, camps and sporting activities. If you are eligible, please complete the attached application form. Funds from CSEF are linked to specific students.

There is no School Saver Bonus payment of $400 in 2025/26.

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

Best wishes and thank you for your continued support of our school.

Andrew Schaeche
Principal

Julie Taylor
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum - **Category 1**		Amount
Student Stationery Supplies Scrapbooks, exercise books, display book, visual art diary, whiteboard, coloured markers and pencils, whiteboard markers, whiteboard, headphones, A3 Kraft art folio etc	$83.85	
Grade Two classroom and STEM consumables, materials and equipment • Classroom – Laminating pouches, poster paper, cover paper, materials for specific classroom activities, permanent & whiteboard markers, blutac, tissues ($21) • Art -paint, glitter, sequins, coloured paper/card/poster/cover/crepe paper, themed activities, clay and modelling supplies, wool, PVA & adhesives, textiles, markers, pencils, pastels ($15) • Italian – cultural resources, bilingual texts, activity pages, art and craft supplies and A3 Mesh Zip Pouch ($10) • Mathematics – numeracy blocks, counters, cards ($8.00) • Literacy – reading group texts, classroom library texts, book boxes, take home readers ($8) • Digital Technologies – equipment updates and items for activities ($8) • Library – provision for shared library resources and books ($8)	$80.00	
Online subscriptions & Applications – Compass, Dojo, Acadience	$27.50	
Provision of ICT devices from shared classroom sets	$10.00	
Printing and photocopying of worksheets and learning materials	$10.00 Subtotal	**$211.35**
Other Contributions - for non-curriculum items and activities - **Category 2**	**Amount**	
First aid equipment – ice packs, bandaids, gauze, tape, cotton wipes, bandages, non adhesive dressings, wound dressings, saline solution **School grounds maintenance and improvements –** Handy man services, soft fall mulch, sand, general grounds upkeep	$5.00 $15.00 **Subtotal**	**$20.00**
Total suggested contributions for 2025		**$231.35**

Extra-Curricular Items and Activites

Mandama Primary School offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides in order to deliver the Curriculum. These are provided on a user-pays basis.

Extra-Curricular Items and Activities – Prices listed are a guide only. Confirmed costings and details will be sent out via Compass closer to the event Category 3	**Amount**
These are a guide and estimate only and do not need to be paid for until the event	
• P-2 Swimming Program	$35.00
• Year 2 Sleepover Cottage by the Sea, Queenscliff,	$60.00
• End of Year Celebration Day	$25.00
2027 BYOD Device for 2026 grade 2 students – Information provided for forward planning (not included in any totals) • We have the ability to generate vouchers so you can use any BPay funds on your school account. If you would like your BPay details or have questions, please do not hesitate to contact the office	$600-650 More information will come out in Term 3
Total Extra-curricular Items and Activities	**$120.00**
Voluntary Contributions – Category 4	
School Improvements (please consider an amount listed of nominate your own) **$20, $40, $50, $100 (please add your nominated amount in the box to the right and include in your total)**	
Please add up the total of Categories 1-4 and write in the box on left **TOTAL COSTS FOR 2026:**	

Please note: We source our school items in bulk, free of GST and have them delivered to the school to be able to offer value and convenience. Parents/Carers may choose to provide or purchase bookpack supplies themselves. If you choose to do this, you are asked to consult with the school office to ensure your child has the correct items.

Booklist supplies will be available for all students in their classroom on the first day of Term 1, Wednesday 28th January 2026

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- Flexible Payment arrangements
- State Schools Relief Support – please contact Sarah Harper, Business Manager, to discuss these options.

IF YOU ARE ELIGIBLE FOR CAMPS, SPORTS & EXCURSIONS FUND (CSEF), $400 can be put towards Camps and Excursions only.

Details on first page and application form attached. Please contact the office if you have any queries.

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

Sarah Harper

Ph: 03 *5243 0820* | Email: Mandama.ps@education.vic.gov.au

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

Payment methods

Payment can be made by Cash, Cheque, EFTPOS or BPAY.

Please send completed form with payment to the school office by Wednesday 10th December 2025.

Alternatively, there will be two days in January 2026, Thursday 22nd January from 8am to 1pm and Tuesday 27th January 8am to 1pm.

Name of child: _____2026 School Year : 2

TOTAL CONTRIBUTIONS – Please add totals from page 2 and 3	Amount
Curriculum Contributions (Category 1)	$
Other Contributions (Category 2)	$
Extra-Curricular Contributions (Category 3) Can be paid up front or when notes are sent out for these activities/events	$
Voluntary Contributions (Category 4)	$
I HAVE ENCLOSED PAYMENT OF:	
OR PLEASE ALLOCATE BPAY FUNDS TO THE AMOUNT OF:	

Signature: _____ Date: _____

PAYMENT SLIP

GRADE TWO CURRICULUM CONTRIBUTIONS 2026

Please return completed form & payment **to the office by** ***Wednesday 10th December 2025.***

Credit Card ◯ **BPay** ◯ **Cash/Cheque** ◯

Credit Card Authorisation

Please debit my credit card for the above amount (These details will be shredded once payment is processed)

Name		Expiry Date: /	CCV:
Signature:		Date:	

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	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.

Camps, Sports and Excursions Fund (CSEF) APPLICATION Form

School Name **Mandama Primary School** **School REF ID** **015185**

Parent/legal guardian details

Surname _____

First name _____

Address _____

Town/suburb _____ State _____ Postcode _____

Contact number _____

Centrelink pensioner concession **OR** Health care card number (CRN)

☐☐☐ – ☐☐☐ – ☐☐☐ – ☐ **OR**

☐ Foster parent* **OR** ☐ Veterans affairs pensioner (Gold Card)**

*Foster Parents must provide a copy of the temporary care order letter from the Department of Health and Human Services (DHHS).

**Applicants must provide a copy of the Veteran Affairs Gold card

Student details

Child's surname	Child's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level

I authorise the Department of Education and Training (DET) to use Centrelink Confirmation eServices to perform an enquiry of my Centrelink customer details and concession card status in order to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Australian Government Department of Human Services (DHS) to provide the results of that enquiry to DET.

I understand that:

- DHS will use information I have provided to DET to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DET personal information including my name, address, payment and concession card type and status.
- this consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DHS and provide it to DET so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- if I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DET.
- Information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to the Victorian Department of Health and Human Services and /or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You are able to request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant _____ **Date** ___/___/___

CSEF eligibility

Below is the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

Criteria 1 – Eligibility

To be eligible* for the fund, a parent or legal guardian of a student attending a registered Government or non-government Victorian primary or secondary school must:

- on the first day of Term one, or;
- on the first day of Term two.

a) Be an eligible beneficiary within the meaning of the State Concessions Act 2004, that is, be a holder of Veterans Affairs Gold Card or be an eligible Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) holder, OR
b) Be a temporary foster parent, and;
c) Submit an application to the school by the due date.

* A special consideration eligibility category also exists. For more information, see: www.education.vic.gov.au/about/programs/Pages/csef.aspx

Parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with one of (a) or (b) above.

Criteria 2 - Be of school age and attend school in Victoria

School is compulsory for all Victorian children aged between six and 17 years of age inclusive.

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered primary or secondary school. Typically, these students are aged between five and 18 years inclusive.

CSEF is not payable to students attending pre-school, kindergarten, home schooled, or TAFE.

Eligibility Date

For concession card holders CSEF eligibility will be subject to the parent/legal guardian's concession card being successfully validated with Centrelink on the first day of either term one (28th January 2022) or term two (26th April 2021).

Payment amounts

CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: $150 per year.

The CSEF is paid directly to your child's school and will be allocated, on your advice, by the school towards camps, sports and/or excursion costs for your child.

School Saving Bonus (SSB)

The School Saving Bonus will provide $400 in one-off support for Victorian school-aged students in Term 4, 2024, for use on 2025 school costs.

Families can choose how they want to spend the School Saving Bonus. It can be used towards 2025 school costs, which may include:

- camps, trips, excursions and incursions
- swimming and sporting programs
- outdoor education programs
- graduations
- school uniforms
- textbooks

We are still waiting for guidance on how all of this process will work. At this stage it has been communicated that the SSB can not be used for the purchase of devices or stationery supplies. Please keep an eye on your email account for information from Department of Education.