

Parent Payment Contributions 2026 Years 3, 4 & 5

October 6, 2025

Dear Parent/Guardian,

Flemington Primary School is looking forward to another great year of teaching and learning and would like to advise you of Flemington Primary School's voluntary financial contributions for 2026. The parent payment contributions for 2026 outlined below have been endorsed by School Council and also meet the Department of Education guidelines.

Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing 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 all your support, whether that is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to:

- Continue to offer a wide range of subjects and special curriculum experiences for our students across all year levels including: Art, Chinese, Music, and Physical Education;
- Consistently update the books in the library, which now includes a large array of decodable texts;
- Secure extra classroom sets of portable electronic devices for all students to use;
- Consistently update sets of sporting equipment that are consistently used during recess and lunch times;
- Further upgrade the dedicated specialist STEM (science, technology, engineering and mathematics) space;
- Renovate old storage areas to create new breakout spaces;
- Repair and commission the ceramics kiln in the Art room;
- Update and secure the bike shed to deter vandalism and theft; and
- Completely replace the school's perimeter fencing thus ensuring student safety at all times.

Department of Education guidelines clarify that a statement of fees is not suitable for voluntary payments. With this in mind, parents are asked to please review the contributions requested below for recommended contributions for your child/ren.

For further information on the Department's Parent Payments Policy please see the one-page overview attached at the end of this document.

Yours sincerely,



MELINDA LAGERWEY

PRINCIPAL



JODIE LORD

SCHOOL COUNCIL PRESIDENT

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum | Amount |
|--|---------------|
| <p>Classroom consumables, materials & equipment:</p> <ul style="list-style-type: none"> • Art – including paint, crayons, pastels, canvases, coloured paper. • Science and Technology – including experiment equipment. • Mathematics – including numeracy equipment. • English – including take home books. • Sports – including equipment. • Reading books – including Schools Catalogue Information Service. • ICT resources – including apps, internet, Wi-Fi, technical support, computer software, consumables as well as provision for school shared laptops and iPads. • Other classroom consumables – including cover paper, coloured paper, school crafts, project materials. • Printing and photocopying - worksheets and learning materials. • Online subscriptions – including Essential Assessment and Inquisitive. | \$240 |
| Total Curriculum Contributions | \$240 |

| Other Contributions - for non-curriculum items and activities | Amount |
|---|---------------|
| <p>Grounds Contribution:</p> <ul style="list-style-type: none"> • For general grounds maintenance and improvements. | \$30 |
| Total Other Contributions | \$30 |

| Tax deductible contributions | |
|--|-------|
| Building fund: A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (Suggested amount- \$100). | \$100 |
| Library fund: A tax-deductible contribution to support renovations, upgrades, and maintenance of the school library and its offerings (Suggested amount- \$50). | \$50 |

Educational items for students to own

Attached is a list of items that the school recommends you purchase from Paperchase Office National for your child to individually own and use. Flemington Primary School uses Paperchase Office National's **online** ordering system (refer pg. 7 for information and instructions). There is no collection day at the school for any of these materials.

All Year 3, 4 and 5 orders will be delivered to your nominated home address (PO boxes are not allowed). This will incur a \$10 delivery fee included in total book pack price. To guarantee orders are delivered to homes before the start of the 2026 school year, orders must be made before December 5, 2025. These home-delivered materials will need to be brought to school on the first day. If you order after December 3, 2025 there will be an extra \$5 packing fee.

However, if you would prefer to purchase these items independently, please follow these specific listings carefully. This independent package will then need to be labelled and delivered to your child's classroom at the start of the school year.

Year 3 General Classroom Materials

YEAR 3 - 2026 STATIONERY PACK - Sold as a Pack only - quantities cannot be altered

| Code | Qty | Item Description |
|---------|-----|--|
| 4231054 | 2 | CAPRICE FACIAL TISSUE ULTRASOFT 2 PLY 100 SHEET |
| 4010158 | 1 | TARGETING HANDWRITING VIC YEAR 3 STUDENT BOOK |
| 7049367 | 1 | RULER WOODEN 300MM |
| 4001601 | 1 | PICTOR DELUXE BLUE HANDLE STUDENT SCISSORS 170MM |
| 7003914 | 2 | PICTOR 2 HOLE METAL SHARPENER |
| 7071236 | 2 | DOCUMENT WALLET PP W/BUTTON A4 CLEAR |
| 7005772 | 4 | BOSTIK GLUE STICK 35 gm |
| 7012447 | 1 | PEN SMOOVE BALLPOINT 1.0mm RED |
| 4130522 | 12 | STAEDTLER FSC HEXAGONAL PENCIL 2B |
| 7012407 | 2 | FABER CASTELL PENCIL TRI-GRIP COLOURED ASSORTED |
| 4410064 | 2 | XL DUST FREE ERASERS WHITE LARGE |
| 7071685 | 1 | INITV HIGHLIGHTER CHISEL ASSORTED |
| 4000093 | 5 | PICTOR PREMIUM EXERCISE BOOK DOTTED THIRDS 14MM 70GSM 96 PAGE A4 GALAXY |
| 4000161 | 2 | PICTOR PREMIUM GRAPH BOOK A4 10MM 96 PAGE NEPTUNE |
| 4000185 | 4 | PICTOR MEGA SPACEBUDDIES SCRAPBOOK 100GSM 64 PAGE 330 X 240MM |
| 7001388 | 4 | INITV NOTES 76x76mm YELLOW |
| 4010112 | 1 | KLUWELL HOME READING MIDDLE GREEN LEVEL |
| 4001526 | 1 | PICTOR OXFORD HEAVY DUTY DOUBLE ZIP PENCIL CASE 350 X 180 MM ASSORTED |
| 4000253 | 1 | PICTOR PREMIUM MINI 225 X 175MM 64 PAGE EXERCISE BOOK 8MM RULED 70GSM MARS |
| | | PACK PRICE |
| | | \$70.53 |

| ORDER DATE | Processing, Handling & Delivery Fee |
|-----------------------|-------------------------------------|
| Up to 5 December | - |
| 5 December-1 February | +\$10 per pack |

Online Booklist ordering will close on 1 FEBRUARY 2026.

You will not be able to order through our dedicated Booklist Website after this date.

Year 4 General Classroom Materials

YEAR 4 - 2026 STATIONERY PACK - Sold as a Pack only - quantities cannot be altered

| Code | Qty | Item Description |
|---------|-----|--|
| 4231054 | 2 | CAPRICE FACIAL TISSUE ULTRASOFT 2 PLY 100 SHEET |
| 4010159 | 1 | TARGETING HANDWRITING VIC YEAR 4 STUDENT BOOK |
| 7049367 | 1 | RULER WOODEN 300MM |
| 7003914 | 2 | PICTOR 2 HOLE METAL SHARPENER |
| 7012447 | 1 | PEN SMOOVE BALLPOINT 1.0mm RED |
| 7071236 | 2 | DOCUMENT WALLET PP W/BUTTON A4 CLEAR |
| 4130522 | 12 | STAEDTLER FSC HEXAGONAL PENCIL 2B |
| 7005772 | 3 | BOSTIK GLUE STICK 35 gm |
| 7012407 | 2 | FABER CASTELL PENCIL TRI-GRIP COLOURED ASSORTED |
| 4410064 | 2 | XL DUST FREE ERASERS WHITE LARGE |
| 4000161 | 2 | PICTOR PREMIUM GRAPH BOOK A4 10MM 96 PAGE NEPTUNE |
| 4000093 | 6 | PICTOR PREMIUM EXERCISE BOOK DOTTED THIRDS 14MM 70GSM 96 PAGE A4 GALAXY |
| 4000185 | 4 | PICTOR MEGA SPACEBUDDIES SCRAPBOOK 100GSM 64 PAGE 330 X 240MM |
| 7001388 | 4 | INITV NOTES 76x76mm YELLOW |
| 4010113 | 1 | KLUWELL HOME READING SENIOR ORANGE LEVEL |
| 7071685 | 1 | INITV HIGHLIGHTER CHISEL ASSORTED |
| 4000253 | 1 | PICTOR PREMIUM MINI 225 X 175MM 64 PAGE EXERCISE BOOK 8MM RULED 70GSM MARS |
| 4001601 | 1 | PICTOR DELUXE BLUE HANDLE STUDENT SCISSORS 170MM |
| 4001526 | 1 | PICTOR OXFORD HEAVY DUTY DOUBLE ZIP PENCIL CASE 350 X 180 MM ASSORTED |
| | | PACK PRICE \$70.03 |

| ORDER DATE | Processing, Handling & Delivery Fee |
|-----------------------|-------------------------------------|
| Up to 5 December | - |
| 5 December-1 February | +\$10 per pack |

Online Booklist ordering will close on 1 FEBRUARY 2026.

You will not be able to order through our dedicated Booklist Website after this date.

Year 5 General Classroom Materials

YEAR 5 - 2026 STATIONERY PACK - Sold as a Pack only - quantities cannot be altered

| Code | Qty | Item Description |
|---------|-----|--|
| 4410064 | 2 | XL DUST FREE ERASERS WHITE LARGE |
| 4231054 | 2 | CAPRICE FACIAL TISSUE ULTRASOFT 2 PLY 100 SHEET |
| 7049367 | 1 | RULER WOODEN 300MM |
| 7003914 | 1 | PICTOR 2 HOLE METAL SHARPENER |
| 7000812 | 2 | BIC PEN 4 COLOUR RETRACTABLE |
| 7012447 | 2 | PEN SMOOVE BALLPOINT 1.0mm RED |
| 7011479 | 4 | PEN SMOOVE BALLPOINT 1.0mm BLUE |
| 7005772 | 4 | BOSTIK GLUE STICK 35 gm |
| 4130522 | 12 | STAEDTLER FSC HEXAGONAL PENCIL 2B |
| 7071680 | 1 | INITV HIGHLIGHTER CHISEL YELLOW |
| 7071684 | 1 | INITV HIGHLIGHTER CHISEL PINK |
| 7071693 | 2 | INITV MARKER WHITEBOARD BULLET BLACK |
| 7012407 | 1 | FABER CASTELL PENCIL TRI-GRIP COLOURED ASSORTED |
| 4000161 | 3 | PICTOR PREMIUM GRAPH BOOK A4 10MM 96 PAGE NEPTUNE |
| 4000581 | 6 | PICTOR PREMIUM PRO A4 96 PAGE PP EXERCISE BOOK RULED 8MM 70GSM EARTH |
| 7055135 | 1 | RULED WRITING PAD A4 100 LEAF BANK |
| 4000185 | 3 | PICTOR MEGA SPACEBUDDIES SCRAPBOOK 100GSM 64 PAGE 330 X 240MM |
| 4000253 | 1 | PICTOR PREMIUM MINI 225 X 175MM 64 PAGE EXERCISE BOOK 8MM RULED 70GSM MARS |
| 7001388 | 4 | INITV NOTES 76x76mm YELLOW |
| 7071236 | 1 | DOCUMENT WALLET PP W/BUTTON A4 CLEAR |
| 7003567 | 1 | STUDENT DIARY CASEBOUND A5 WEEK TO OPEN |
| 4001601 | 1 | PICTOR DELUXE BLUE HANDLE STUDENT SCISSORS 170MM |
| 4001526 | 1 | PICTOR OXFORD HEAVY DUTY DOUBLE ZIP PENCIL CASE 350 X 180 MM ASSORTED |
| | | PACK PRICE \$62.05 |

| ORDER DATE | Processing, Handling & Delivery Fee |
|-----------------------|-------------------------------------|
| Up to 5 December | - |
| 5 December-1 February | +\$10 per pack |

Online Booklist ordering will close on 1 FEBRUARY 2026.

You will not be able to order through our dedicated Booklist Website after this date.

Extra-Curricular Items and Activities – provided on a user-pays basis

Flemington Primary School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. Some specific examples are provided in the table below. These extra-curricular items and activities are provided on a user-pays basis and will be communicated to families as required throughout the year.

| Extra-Curricular Items and Activities | Amount |
|--|--------------|
| Excursion to be scheduled | \$TBA |
| Incursion to be scheduled | \$TBA |
| Swimming | \$TBA |
| School camp | \$TBA |
| District sports program (years 3, 4 & 5) | \$TBA |
| Interschool sports program (year 5 only) | \$TBA |
| Total Extra-Curricular Items and Activities | \$TBA |

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF) provides a one-off payment of \$400 for eligible students to assist with payment for activities, including camps, sports events and excursions.
- *State Schools Relief (SSR) provides financial support for eligible families to purchase clothing and uniforms at a reduced rate.*

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact Flemington Primary School directly via phone or email:

Telephone: 03 9376 7137 / Email: flemington.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.



Please fill out this list and return to school with payment by Friday, 21 November 2025

STUDENT NAME: _____

2026 YEAR LEVEL: _____

Total

| Category (Please refer to pages 2-5 for breakdowns) | Totals |
|---|-----------|
| Curriculum Contributions | \$ |
| Other Contributions <i>(Non-tax deductible)</i> | \$ |
| Building Fund (suggested \$100) <i>(Tax-deductible)</i> | \$ |
| Library Fund (suggested \$50) <i>(Tax-deductible)</i> | \$ |
| Extra-Curricular Items and Activities | \$ TBA |
| Total | \$ |

Payment Methods

| Payment options |
|---|
| Cash and EFTPOS – please contact the school office |
| BPAY – please contact the school office for your Family’s individual BPAY reference number. Biller Code: 87361 |
| Direct Bank Deposit into the Flemington Primary School Council Bank Account BSB: 063 895 Account Number: 10032318 Reference: please include child’s full name |
| Compass – please see the Compass portal |
| Credit Card – please contact the school office or return the slip below |

Credit Card Payment

Please debit my (please tick one only): MasterCard Visa

Total amount \$ _____

Card number _____ / _____ / _____ / _____

Expiry date ____ / ____ CVC: _____

Cardholder’s name _____

Signature _____

Student name(s) _____

Student year level(s) _____



FLEMINGTON PRIMARY SCHOOL BOOKLIST ONLINE ORDERING INSTRUCTIONS

PLEASE READ CAREFULLY as the process may have changed from previous years



DUE DATE: 5 DECEMBER 2025

We will again be using an **online only** ordering system for Book Packs for 2026 with our stationery supplier Paperchase Office National.

Important Information

- Orders **must be placed by the due date above** in order for your child to receive their pack for the first day of Term 1.
- Orders placed **after the due date may NOT be processed until early February** due to our extremely busy schedule in January.
Paperchase will do their best to ensure timely delivery, but orders placed after Due Date are not guaranteed to be delivered before school starts. We apologise if you are a new enrolment or missed the due date due to unavoidable circumstances, but the school is aware your pack may not be ready on the first day of school, so your child will not be disadvantaged.
- There will be **NO** collection day at the school.
- **Prep, Year 1 and Year 2 packs** will be **delivered to the school*** for distribution to the students at start of Term 1.
- Year 3 – Year 6 orders will be **delivered** to your **nominated delivery address** before the **start of Term 1 2026** if **placed by the due date**
- **Do not put the school address as your nominated address. If you do, it will be returned to Paperchase.**
- All packs will be delivered and cannot be collected from Paperchase.
- Complete packs only can be ordered through Paperchase. We do not have a walk-in shop and individual items cannot be purchased. All orders must be placed online.

*Orders placed after the due date will incur an additional \$10 processing, handling & delivery charge per pack. **All late orders will be delivered to home address for all year levels (school delivery for Foundation to Year 2 must be made by 05/12/25).**

Delivery Service: All home-delivery orders will be delivered to your nominated delivery address via Australia Post. Please note that specific delivery times cannot be requested. **AUTHORITY TO LEAVE will automatically apply to all orders.** If you have particular requirements - e.g. have a particular place you'd like the parcel left, please note this in the **Order Instructions/Notes** section on the checkout page.

| ORDER DATE | Processing, Handling & Delivery Fee |
|-----------------------|-------------------------------------|
| Up to 5 December | - |
| 5 December-1 February | +\$10 per pack |

Online Booklist ordering will close on 1 FEBRUARY 2026.

You will not be able to order through our dedicated Booklist Website after this date.

Online Ordering Procedure

1. Go to <https://booklist.paperchase.com.au>
2. Enter the correct school access code depending on year level for 2026:
 - **Foundation, Year 1, Year 2** (delivered to school): **FPSF2**
 - **Years 3 - 6** (home delivered): **FPS36**
3. Click 'Create Order',
4. Enter students first and last name, select correct year level for 2026 from the drop-down list and follow the prompts to place your order.
*Booklist ordering only available during back-to-school season.

Please check your E-mail for order receipt. *If you do not receive email confirmation, please contact Paperchase directly to confirm your order was placed correctly. Please do not put the school email address down as your contact.*

PLEASE NOTE: All packs will be delivered to your nominated delivery address and therefore must be pre-paid. Payment must be made during the online ordering process, by **Visa or Mastercard** (credit card or debit card accepted). ZIP Pay also available*

If you elect not to purchase the book pack through Paperchase **please ensure children come to school on the first day** with the required **materials** as detailed on the **Student Book Pack List**.

* **ZIP** Interest free, nothing to pay upfront, flexible repayments. You will need an active Zip account. Conditions apply: <https://zip.co/create-an-account>

Paperchase Office National - Ph: 03 9034 3930 - booklist@paperchase.com.au - <http://booklist.paperchase.com.au>

- See materials list and total pack price on pages 3 and 4 of this document.

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

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

Extra-Curricular Items and Activities

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.