2027 Parent Contribution Arrangements
Year 4

October 14, 2026

Dear Parent/Guardian,

This letter provides information about voluntary contributions you can make to support Flemington Primary School for 2027 and other payments you can choose to make.

Victorian government schools provide free instruction. This means all students have free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.

Some families choose to make a voluntary financial contribution to support the school, and we are very grateful for this support. Making a voluntary contribution is your choice. There is no expectation or pressure for families to contribute.

Flemington Primary School offers a range of items and activities that are additional to the free instruction provided to all students at our school. Financial help is available for extra-curricular items and activities if you are experiencing financial hardship (see further details under Financial Help for Families in the attached information). For a confidential discussion about how to access the financial help available, please contact: Harry Strouzas on 9376 7137 or flemington.ps@education.vic.gov.au.

If you need an interpreter, please contact 03 9605 3053 and give our school's phone number 9376 7137. An interpreter can help you speak with us. This service is free. For more information, please see How to use an interpreter to contact your school.

For more information on the Department of Education's Parent Contributions policy please see the information attached. You can read the full policy at Parent Contributions: Policy | education.vic.gov.au.

Yours sincerely,





MELINDA LAGERWEY

PRINCIPAL

JEREMY ZIMET

SCHOOL COUNCIL PRESIDENT

FLEMINGTON PRIMARY SCHOOL 2027 PARENT CONTRIBUTIONS ARRANGEMENTS

Voluntary contributions

If you are the carer of a student in out-of-home care or hold a financially means-tested card (such as a healthcare card), please ignore the invitation to make voluntary contributions.

We encourage any family experiencing financial hardship to contact the school for information about the financial help available for extra-curricular activities like camps and excursions.

Voluntary contributions	Suggested amount – parents can contribute more or less	Amount $ [parent to complete]
Voluntary contributions to enhance our school's range of programs, resources and environment.	$330	$

Tax-deductible voluntary contributions	Suggested amount – parents can contribute more or less	Amount $ [parent to complete]
Voluntary - Building fund: a tax-deductible contribution to support renovations and upgrades of school infrastructure	$100	$
Voluntary - Library fund: a tax-deductible contribution to support library maintenance and enhancements	$50	$

Extra-curricular items and activities

Flemington Primary School offers a range of optional items and activities that are additional to the free instruction provided to all students at our school. Accessing these items and activities does require payment, but financial support is available (see further details under Financial Help for Families below).

Example extra-curricular items and activities include:

- optional activities, camps, excursions and programs
- class photos
- social events like formals.

We have provided confirmed or indicative costs of known extra-curricular items and activities below. Payment for extra-curricular items and activities with a confirmed cost can be made now or later.

Payments can also be made via instalment.

Please contact the school for advice on financial help available for extra-curricular items and activities.

Extra-curricular items and activities	Indicative cost	Confirmed cost (where known)	Parent/carer to select
Excursion(s) to be scheduled	TBA	TBA	TBA
Incursions(s) to be scheduled	TBA	TBA	TBA
Camp – to be scheduled	TBA	TBA	TBA
District Sports - cross country, swimming, basketball	TBA	TBA	TBA
Total Extra-curricular Items and Activities	**TBA**	**TBA**	**TBA**

Learning materials for students to own

Booklist items:

You can choose to buy learning materials for your child to individually use and own. These items can be bought from any supplier.
Flemington Primary School has an arrangement with the following supplier for the materials that you can buy: Paperchase Office National.

If you do not buy these items, your child will still be provided with what they need, however they may not be provided with these items to own, or keep, on an individual basis. If you wish to buy items through the supplier, please refer to the list below and the online ordering instructions on pg 5.

Yr 4 2027. Sold as a complete pack only if using Paperchase Office Nt'l. Quantities cannot be altered.

Code	Qty	Item Description
4231054	2	SOFTLUX FACIAL TISSUE 2 PLY (BX100)
4371598	1	PICTOR RULER 30CM WOODEN
4676049	2	PICTOR SHARPENER TWO HOLE METAL
4680031	1	PICTOR INKGLIDE BALLPOINT PEN 1.0MM RED
4450603	2	PICTOR DOCUMENT WALLET A4 WITH BUTTON PP CLEAR
4130522	12	STAEDTLER FSC HEXAGONAL PENCIL 2B
7005772	3	BOSTIK GLUE STICK 35 grm
7012407	2	FABER CASTELL PENCIL TRI-GRIP COLOURED ASSORTED (PK12)
4410064	2	PICTOR PREMIUM EXCEL ERASER LARGE
4000161	2	PICTOR PREMIUM GRAPH BOOK A4 96 PAGE 10MM GRAPH 70GSM NEPTUNE
4000093	6	PICTOR PREMIUM EXERCISE BOOK A4 96 PAGE 14MM DOTTED THIRDS 70GSM GALAXY
4000185	4	PICTOR SCRAPBOOK MEGA 330 X 245MM 64 PAGE 100GSM SPACEBUDDIES
7001388	2	PICTOR PREMIUM STICKY NOTES 76 X 76MM YELLOW
4010113	1	KLUWELL HOME READING SENIOR ORANGE LEVEL
4677453	1	PICTOR HIGHLIGHTER CHISEL ASSORTED PACK 4 (PK4)
4000253	1	PICTOR PREMIUM EXERCISE BOOK MINI 225 X 175MM 64 PAGE 8MM RULED 70GSM MARS
4001601	1	PICTOR DELUXE STUDENT SCISSORS 170MM BLUE HANDLE
4001526	1	PICTOR OXFORD PENCIL CASE 350 X 180MM DOUBLE ZIP HEAVY DUTY ASSORTED
4677341	16	PICTOR WHITEBOARD MARKER BULLET TIP BLACK
4171077	1	PICTOR MAGNETIC WHITEBOARD A4 DOUBLE SIDED PLAIN PE INC BLACK MARKER W915
4801894	1	THE WILD ROBOT - PETER BROWN
4101874	1	STORM BOY - COLIN THIELE
4680029	2	PICTOR INKGLIDE BALLPOINT PEN 1.0MM BLUE
		Total **$106.21**

ORDER DATE	Processing, Handling & Delivery Fee
Up to 6 December	-
6 December-1 February	+$10 per pack

Online Booklist ordering will close on 1 FEBRUARY 2027.

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

If you would like to buy items to own that are not from this supplier, you can use the list provided for information about items that will be used.

Financial help for families

Flemington Primary School understands families can experience financial difficulty. Help is available, including:

- **Camps, Sports and Excursions Fund** – this program provides funding for eligible students, including those in out of home care, and holders of eligible financially means-tested cards (such as health care cards), to attend activities like camps, sporting activities, excursions and incursions that are offered on a user-pays basis.
- **Affordable School Uniforms -** delivered by State Schools Relief, this program helps cover costs such as school uniforms, shoes, and other essential school items where families are experiencing financial hardship or short-term crisis.
- Payment plans for Extra-Curricular Items and Activities
- Second hand uniforms onsite at the school

Applications for support from the Camps, Sports and Excursions Fund and State Schools Relief are submitted by the school - please contact us to discuss these and other financial help.

For a confidential discussion about how to access financial help, please contact:
Harry Strouzas. Ph: 9376 7137 | Email: Flemington.ps@education.vic.gov.au

Payment methods

Payment options
Cash and EFTPOS – please visit the school office
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 refer to the Compass portal
Credit Card – please visit the school office

If you want to make voluntary contributions throughout the year, you can:

- decide when to make each contribution
- choose the amount of each contribution.

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 of Education's Parent Contributions policy and guidance, Financial Help for Families policy, and any other relevant information.]

FPS Year 4 Booklist Ordering Instructions with Paperchase Office National

Ordering Information from Paperchase Office National

- Orders **must be placed by 6 December 2026** 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.
- Complete packs only can be ordered through Paperchase Office National. We do not have a walk-in shop and individual items cannot be purchased.
- All orders must be placed **online** and **prepaid** prior to delivery.
- There will be **No** collection day at the school.
- Foundation, Year 1 and Year 2 Students - packs will be **delivered to the school** for distribution to students at the start of Term 1, as long as orders are placed by the due date.
- Years 3 – 6 Students - packs will be delivered to your **nominated home delivery address** before the start of Term 1, as long as orders are placed online by the due date. Do not put the school address as your nominated address. If you do, it will be returned to Paperchase Office National.
- All packs will be delivered and cannot be collected from Paperchase Office National.
- **All** orders placed after the due date will be incur an additional $10 processing, handling & delivery charge per pack. **All** late orders will be delivered to home addresses only.

Delivery Service: All home-delivery orders (years 3-6) 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 6 December	-
6 December-1 February	+$10 per pack

Online Booklist ordering will close on 1 FEBRUARY 2027.

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 2027:
   - **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, choose year level from the drop-down list and follow the prompts to place your order.
5. Please check your nominated email for your order receipt. *If you do not receive email confirmation, please contact Paperchase Office National directly to confirm your order was placed correctly. Please do not put the school email address down as your contact.*

Note: Payment must be made during the online ordering process via **VISA, Mastercard or debit card.**

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.

Parent Contributions policy

Information for families

FREE INSTRUCTION

Schools give students free instruction in the curriculum. This includes:

- Free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.
- The Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major, and the Victorian Pathways Certificate.
- Free access to all subjects, including elective subjects.
- Free access to select-entry and accelerated programs.

FAMILIES CAN CHOOSE TO CONTRIBUTE

Schools can invite 2 types of voluntary contributions:

Voluntary contributions	Tax deductible contributions
Used towards enhanced educational programs and school environment, and additional resources and opportunities offered by schools	Used towards building and/or library fund (for those schools who have such funds)

Schools must advise the carers of students in out-of-home care and parents and carers who hold a financially means-tested card (such as a healthcare card) that the invitation to make voluntary contributions does not apply to them.

In addition, schools can invite parents and carers to pay for optional:

- Extra-curricular items and activities that go beyond the curriculum - for example, school photos, some excursions and some camps.
- Learning materials for students to individually use and own - for example, textbooks, stationery, and in secondary schools only, digital devices. If these items are not bought or provided from home, schools will provide students with free access to what they need for curriculum delivery.

FINANCIAL HELP FOR FAMILIES

Each school has a contact person who can discuss with parents and carers the financial supports that are available.

Schools must publish their Parent Contributions arrangements on their school website, along with a link to the department's Parent Contributions policy.