



BLACKBURN LAKE PRIMARY SCHOOL

12 – 14 FLORENCE STREET, BLACKBURN 3130

□: 9894 2855 ABN: 15 890 620 241

Email: blackburn.lake.ps@education.vic.gov.au

Principal: David Dowson 'learning together'

November 2025

Dear Parent/Carer,

As we prepare for another exciting year of learning, growth, and engagement at Blackburn Lake Primary School, we would like to share information about our voluntary financial contributions for 2026. These contributions play a vital role in enhancing the educational experience for all students, helping us deliver the Victorian Curriculum with enriched resources and opportunities.

Blackburn Lake Primary School takes great pride in the high-quality educational programs we provide for our students. Each year, in collaboration with the School Council, we carefully plan budgets to ensure our classrooms are well-resourced and our programs are effective. We are committed to keeping parent contributions accessible and affordable, while continuing to uphold the high standards of education and school values.

Whilst the Victorian government provide funding to every school to fulfil the standard Victorian curriculum, contributions from families enable us to provide additional learning opportunities and enhance the facilities and resources our students enjoy daily. Whilst contributions are voluntary, we request you to consider making a financial contribution to the school as an investment in your child's educational success and support the continued excellence of the school.

Voluntary contributions are grouped into three categories:

- Curriculum Contributions: items and activities that students use, or participate in
- Other Contributions: for non-curriculum items and activities
- Tax Deductible Contributions: Building and Library funds

Further information on the types of contributions, how these funds are allocated, and other key details is provided in the attached document. It also includes information on Extra-Curricular Items and Activities, which are offered on a user-pays basis.

Payment Methods:

Payment can be made via **Compass** from Monday 5th January 2026. You will be sent an email notification when Compass is available to accept payments.

Alternatively, you can come and **pay in person** at the school's office via cash, cheque, debit card or credit card during school operating hours from 1st December 2025.

We hope you will continue to support the school and its learning programs by making a voluntary contribution.

David Dowson
Principal

Chris Hurley
School Council Treasurer

Stephanie Rodwell
School Council President

Contributions types and suggested amounts

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum for Foundation to Year 6. These include but are not limited to:	Suggested Amount
<p>Stationery, assessment, printing</p> <ul style="list-style-type: none"> • All stationery – workbooks, scrap books, mini whiteboards, clip boards, document wallets, diary, portfolio, display books, writing supplies, plastic pockets, laminating materials, cover paper, assorted cardboards, coloured shaped paper, crayons, glues, tape, erasers, etc • Assessments: Mathematics, Reading, Spelling, Vocabulary, Grammar & Punctuation, Social Emotional Wellbeing, Essential Assessment platform • Printing and photocopying of worksheets and learning materials 	
<p>Resourcing subject areas</p> <ul style="list-style-type: none"> • Art, Health, PE, Italian • Music, Integrated Studies: History, Geography, Civic & Citizenship • Mathematics and English, classroom libraries • STEAM: Science, Design Tech, Digital Technologies 	\$340
<p>Online Subscriptions</p> <ul style="list-style-type: none"> • Sunshine Books, Acer PAT, Maths Olympiad, Epic books, Maths Assoc of Vic, Soundwaves spelling & phonics, Inquisitive, Decodable Readers Australia Essential Numeracy, Essential Reading, Pearson, SPA , Story Box Library, Elastik Writing 	
<p>Information & Computer Technology (ICT) Devices</p> <ul style="list-style-type: none"> • provision of devices, charging trolleys, Digital Large Screen display upgrades 	
Other Contributions - for non-curriculum items and activities	Suggested Amount
Compass functionality including payments, events, attendance, news feeds, interview bookings, Chronicle, Canteen modules	
Student wellbeing programs – Respectful Relationships, Buddies, SWPBS, TRRAC	
First aid and hygiene costs	\$75
School Sports Victoria affiliation	
School maintenance and improvements	
	Sub Total \$415

Other - Tax deductible Contributions	Suggested Amount
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$50
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$30
	Sub Total \$80

Total Suggested Amount \$495

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

Blackburn Lake Primary School offers a range of additional events and activities that enhance or broaden the schooling experience of students and are above and beyond what the school is required to provide to deliver the Curriculum.

These activities include incursions, excursions, sport, camp and swimming and are provided on a user-pays basis.

Details of these items and activities will be provided to students and families throughout 2026 via COMPASS and the school newsletter. The cost of these activities is not currently available but will be communicated as each activity arises.

Some private providers, such as musical instrument instructors, Chess Club and sporting groups (eg. tennis lessons) will make payment arrangements directly with the parent concerned.

How past contributions have been used

The environment and resources that we enjoy today represent the contributions made by our parent/carer community over many years. Parent/carer voluntary contributions make a significant difference to the quality of our programs and facilities, and we want to thank you for your support.

In recent times, your ongoing support has allowed us to:

- Create a new fully furnished STEAM building
- Build 2 new fully furnished classrooms
- Renovate our canteen and create a new storage facility at the back of the DJC
- Upgrade the PA uniform shop
- Provide new carpet to the year 4 buildings
- Install 6 new air conditioner systems in the year 1/2 buildings
- Build a Gaga Pit
- Provide digital devices across the school
- Purchase new decodable books for students reading development in Prep - 2
- Provide hands on maths equipment
- Facilitate literacy and mathematics online digital subscriptions
- Deliver a range of sporting equipment and facilities
- Arrange for individual student supplies and class bulk supplies
- Maintain and develop the school grounds

Plans for the future include:

- New library furniture and shelving
- New external access doors to the DJC centre (in place of roller door)
- Shade sail over the Gaga Pit
- New carpet in the prep building
- Complete court resurfacing and remarking of the DJC
- Installation of a new soccer goal and oval re-alignment
- Asphalt re-surfacing around the school
- Painting of the orange panelling inside the gym

Financial Support for Families

Blackburn Lake 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)
- Payment plans for Extra-Curricular Items and Activities
- Assistance with quality second hand uniform items from our School Uniform shop

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements for Curriculum Contributions, contact our Business Manager Craig Vernon:- Phone: 03 9894-2855 Email: craig.vernon@education.vic.gov.au

Camps, Sports and Excursions Fund (CSEF)

CSEF provides financial assistance for eligible families to help their child/children attend activities like school camps, swimming, school-organised sport programs, outdoor education programs, excursions and incursions. In 2026 eligible families will be entitled to \$400 per child.

To be eligible for CSEF you must hold one of the following Centrelink cards:-

*Centrelink Heath Care Card (HCC) *Pensioner Concession Card (PCC)
*Veterans Affairs Gold Card *Temporary Foster Parent card

For concession card holders, CSEF eligibility will be subject to the parent/legal guardian's concession card being successfully validated with Centrelink on 27 January 2026 and/or 20 April 2026.

Applications for the 2026 CSEF program open in January 2026 once school resumes.

School Savings Bonus

The Victorian Government is not continuing this funding in 2026. Instead, they have increased the CSEF benefit from \$154 to \$400 for eligible families.

Stationery/Book Packs/Educational items for your student

At Blackburn Lake Primary School we do not require parents/carers to separately purchase and supply their own resources for students as the school supplies all necessary items. Voluntary contributions from families help us fund these items and they are distributed to students as required throughout the year.

Refunds

Full or part refunds of contribution payments may be possible in the event of a student transferring away from our school part way through the year.

All 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 already been incurred by the school, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

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.

PARENT PAYMENTS FORM – for 2026



ONLY COMPLETE THIS PAGE IF PAYING IN PERSON AT THE OFFICE

All voluntary contributions can be made by cash, cheque or debit/credit card at the school office.

Parent A: _____ *(primary contact)*

Parent B: _____

	Surname	First name	2025 Class (if known)
Child 1			
Child 2			
Child 3			

Category (suggested amount)	\$ per child	No. of children	Sub Total
Curriculum Contributions	\$		\$
Other Contributions (\$415)			
Other Contribution Tax Deductible (\$50) Building fund	\$		\$
Other Contribution Tax Deductible (\$30) Library fund	\$		\$
		Family Total	\$

Are you applying for CSEF? (Y or N) _____

If yes, we can give you a CSEF form to complete and will ask you for a copy of your eligible Centrelink Card.

Payment can be made in full or via two instalments. Tick preference below.

Option A - full amount

Option B - via 2 instalments

\$ _____ 1st instalment (66% of total) payable now

\$ _____ 2nd instalment (34% of total) payable early Term 2, 2026.
We will send you a reminder when it becomes due.