Carlton Gardens Primary School

carlton.gardens.ps@education.vic.gov.au +61 3 9663 6502
www.carltongardens.vic.edu.au 215 Rathdowne St CARLTON VIC 3053

22/10/2025

Dear Parent/Guardian,

Carlton Gardens Primary School would like to advise you of the parent/carer payment invitation for 2025.

Schools provide students with free instruction to fulfil the standard Victorian curriculum, and we want to assure you that these contributions are voluntary. Nevertheless, the generous financial support from our families ensures that our school can continue to offer the best possible learning opportunities for our students.

While the funding provided by the State Government covers the costs of meeting the standard curriculum, it does not cover the costs to resource our niche and enrichment programs that truly sets us apart as a school. Parent/carer financial contributions are crucial to our ability to offer extensive individualised programs (such as additional extension and support programs), specialised resourcing in our specialist subjects (through STEM, Art, Chinese, Physical Education and Music), and to purchase additional equipment or classroom resources. It is important to emphasise that the extent to which we can continue offering and enhancing these wonderful programs in 2025, and beyond, will depend on the support we receive through your generous financial contributions.

During Semester 2 of 2025, we trialled a dance club run by Kids Unlimited, which was very well received by students. Building on this success, we will be offering families the opportunity to contribute to our Lunchtime Club Fund in 2026, supporting us to expand to range of engaging activities for students during the school day.

We understand that many families may be facing financial challenges. We want to assure you that any financial contribution you can offer is valued, and that these funds always go directly to our school's programs to ensure the best possible experience for all students. By working together, with each family contributing what they can, we make a significant difference to the education, experience, and opportunities provided to all children in our community.

Every year we are impressed and grateful for our school community's financial contributions, with our ongoing success truly underpinned by your generosity.

Please note that parent contributions can be made as a single payment, or in instalments throughout the year. If instalments are more convenient for you, please contact Jade so we can set up this facility.

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

Yours sincerely,

Nathan Gage
Principal

Diane Sivasubramaniam

Diane Sivasubramaniam
School Council President

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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Prep Essential Student Learning Items • Book Pack • Digital Learning – subscriptions • Consumables (Literacy, Numeracy, Inquiry) • Consumables (The Art, Chinese, Sport, STEM)	 $75 $70 $105 $100
Total Amount	**$350**
Grade 1 Essential Student Learning Items • Book Pack • Digital Learning – subscriptions • Consumables (Literacy, Numeracy, Inquiry) • Consumables (The Art, Chinese, Sport, STEM)	 $70 $70 $105 $105
Total Amount	**$350**
Grade 2 Essential Student Learning Items • Book Pack • Digital Learning – subscriptions • Consumables (Literacy, Numeracy, Inquiry) • Consumables (The Art, Chinese, Sport, STEM)	 $80 $60 $105 $105
Total Amount	**$350**
Grade 3 Essential Student Learning Items • Book Pack • Digital Learning – subscriptions • Consumables (Literacy, Numeracy, Inquiry) • Consumables (The Art, Chinese, Sport, STEM)	 $60 $70 $105 $115
Total Amount	**$350**

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Grade 4 Essential Student Learning Items • Book Pack • Digital Learning – subscriptions • Consumables (Literacy, Numeracy, Inquiry) Consumables (Art, Performing Arts, Chinese, Sport)	 $75 $65 $105 $105
Total Amount	**$350**
Grade 5/6 Essential Student Learning Items • Book Pack • Digital Learning – subscriptions • Consumables (Literacy, Numeracy, Inquiry) • Consumables (Art, Performing Arts, Chinese, Sport)	 $70 $70 $105 $105
Total Amount	**$350**

Other Contributions - for non-curriculum items and activities	**Amount**
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	
ICT Equipment Upgrade Fund. To continue to upgrade the ICT equipment.	
Library and Books Fund. To continue to upgrade the school library	
Lunchtime Clubs: Expand and purchase resources for lunchtime clubs offered in 2026. Proposed clubs may include: Dance, Drama, Band, Robotics, Animation, and Coding.	

Extra-Curricular Items and Activities

Carlton Garden PS 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 Throughout 2025	Amount	Purchase
School Photos	To Be Advised	
Grade 6 Jumpers	To Be Advised	
Grade 6 Graduation	To Be Advised	
Optional Camps, Excursions, Incursions	To Be Advised	

Total

Category	
Curriculum Contributions	$350
Other Contributions	To Be Advised
Extra-Curricular Items and Activities	To Be Advised

Payment methods

Carlton Gardens preferred method of payment is via Compass. If you have any issues with logging on please contact the office for assistance. Alternatively payments can be made via eftpos at the office.

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.

Financial Support for Families

Carlton Gardens PS understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund

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

Jade Wise
Ph: 03 *9663 6502* | Email: *carlton.gardens.ps@education.vic.gov.au*

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 standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAL.
- 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.