



Sunshine

SPECIAL DEVELOPMENTAL
SCHOOL

Dear parent/guardian,

Sunshine Special Developmental School is looking forward to another great year of teaching and learning and would like to advise you of Sunshine Special Developmental School's voluntary financial contributions for 2024.

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.

Sunshine Special Developmental School is endorsed as a Deductible Gift Recipient under the Income Tax Assessment Act 1997 (Cth) with the result that any donations made by you will be tax deductible. To be tax deductible, your donation needs to be made voluntarily. We have suggested an amount to be contributed under "Curriculum Contributions" and "Other Contributions" below, but please feel free to contribute an alternative amount. Amounts paid under "Extra-Curricular Items and Activities" are not donations and are not tax deductible.

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

Yours sincerely,

Lisa Murphy

Principal

Danny Smith

School Council President

Curriculum Contributions – suggested tax-deductible contributions for items and activities that students use, or participate in, to access the Curriculum	Amount
Classroom consumables, materials & equipment <ul style="list-style-type: none"> • Art – paint, crayons, canvas, glitter, coloured paper etc. • Cooking – food ingredients such as flour, butter etc. • Stationary Items – pencils, glue sticks, scrapbooks etc. 	\$50
Online Subscriptions <ul style="list-style-type: none"> • Twinkl • Reading Eggs • Learning A - Z • SymbolStix • SeeSaw • XUNO • Proloquo2Go 	\$20
ICT Devices – provision of devices from the shared classroom sets	\$10
Communication tools – PODD books, assistive technology devices, displays	\$10
Printing and photocopying of worksheets and learning materials	\$10
Whole school events <ul style="list-style-type: none"> • Celebration Day 	\$10
Total tax-deductible Curriculum Contributions	\$

Other Contributions – suggested tax-deductible contributions for non-curriculum items and activities	Amount
Student wellbeing programs	\$10
First aid and hygiene equipment	\$10
School grounds maintenance and improvements	\$10
Total tax-deductible Other Contributions	\$

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

Sunshine Special Developmental 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.

If you would like to purchase an item or activity for your child, please ensure payment is made to the school.

Extra-Curricular Items and Activities	Amount
School Yearbook	\$20
Camps and excursions to be scheduled	TBA
Total Extra-curricular Items and Activities	\$

Financial Support for Families

Sunshine Special Developmental School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports, and Excursions Fund
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities

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

Lauren Bell – Business Manager

Ph: 03 9311 4801 | Email: lauren.bell@education.vic.gov.au

Total

Category	Total recommended amount	Total payment
Total tax-deductible contributions	\$140	\$
Extra-Curricular Items and Activities	\$TBA	\$
Total	\$140	\$

Payment methods

Cash or card will be accepted at the front office. Payments will also be accepted by enclosing the cash and the payment form in an envelope to be brought to the office for prompt receipting. A receipt of your payment will be processed and placed in the child's bag for your proof of payment.

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 Payments 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

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.