



COBURG WEST PRIMARY SCHOOL

2021 Parent Payment Arrangements

Dear Parents/Carers,

Coburg West Primary School is looking forward to another great year of teaching and learning and would like to advise you of Coburg West Primary School's parent payment arrangements for 2021.

Parent Payment Fee Schedule

Please find the fee schedule for your child's grade level attached. This list includes the itemised Essential Learning Items, along with the Voluntary Contributions for your child in 2021.

Please make your payments, complete this form and return it to the school by 5th March 2021.

Coburg West Primary School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Payment Methods

Payments can be made by the following methods:

- COMPASS (preferred) – these payments can be made from Tuesday 5th January 2021
- Eftpos or Cash at the school office

Financial Support for Families

Coburg West 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)
- families who do not have an immediate capacity to pay are able to confidentially negotiate alternative arrangements with the school (payment plan)

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

Business Manager, Shelley Dezic or Principal, Mark Colagrande
Ph: 03 9386 1286 | Email: coburg.west.ps@education.vic.gov.au

Refunds

All refund requests must be made in writing to the Business Manager. Refunds are all subject to the discretion of the Principal, on a case by case basis.

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

Yours sincerely,

PRINCIPAL – Mark Colagrande

SCHOOL COUNCIL PRESIDENT – Ian Drew