



Dear Parents and Caregivers

Please find enclosed the Contribution and Charges Schedules for 2024. As indicated in the Education Act/Regulations, the School Council is responsible for approving contributions and charges for students.

The enclosed package is a result of a consultation process with the Wickham PS Finance Committee and the School Board.

The transparency in disclosing the maximum anticipated cost of Contributions, Charges and Personal Use items to Parents / Caregivers is a key feature of the School Education Act, Regulations and Department Policy.

I trust the enclosed information will assist you in planning.

Yours faithfully

Lincoln Day
PRINCIPAL
WICKHAM PRIMARY SCHOOL

29th November 2023



VOLUNTARY CONTRIBUTIONS AND CHARGES SCHEDULE 2024 PRIMARY (Kindy-Year 6)

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| <p>CONTRIBUTIONS</p> <p>In accordance with the Department of Education Contributions, Charges and Fees Policy (Effective: 29 March 2013), the school can request a voluntary contribution of \$60.00 per student for years K - 6.</p> <p>Wickham PS has set this figure at \$60.00 per student for 2024.</p> <p>These contributions are used towards the cost of materials, services and resources used by students, including:</p> <ul style="list-style-type: none"> ✓ Classroom activities (consumables etc) ✓ Photocopying for class work ✓ Physical Education and Technology & Enterprise ✓ Other..... | <p>\$60.00 per student</p> |
| <p>CHARGES – DETAILS ATTACHED</p> | <p>Collected throughout the year.</p> |
| <p>PERSONAL USE ITEMS</p> <p>Book lists for each year level will be distributed by the school, and these items may be purchased online or by submitting the paper form by parents through Champion Education Supplies. Please refer to the list for each year level and ensure items are purchased for your child(ren) prior to the school year. Students will need the items for personal use, to complete the educational programs provided by Wickham PS.</p> | <p>Per supplier</p> |
| <p>PARENTS and CITIZENS (P&C) CONTRIBUTION</p> <p>In some schools an additional request is included where parents are asked to make a Contribution to the P&C Association. Wickham PS P&C is a vital organization that encourages the involvement of all parents in a variety of fundraising activities. The membership component provides voting rights and P&C representation/support to its members. Your contribution is appreciated. The \$1 (per person) membership fee will be collected at the P&C AGM in February 2024</p> | <p>\$15 per family</p> |
| <p>LIBRARY</p> <p>This amount will contribute to the cost of purchasing library books and services provided to students.</p> | <p>\$5.00 per student</p> |

**This is to help you with your budgeting.
Statements will be sent to all families early in 2024.**



PAYMENT OPTIONS

We can accept payment by cash, direct deposit, and EFTPOS. If required, parents may consider alternative payment options (for example instalments). Arrangements should be negotiated ASAP with the Manager Corporate Services.

CHARGES FOR OPTIONAL ACTIVITIES THROUGHOUT THE YEAR:

Charges apply for the provision of extra cost optional activities that are part of an education program and which 'voluntary contributions' do not cover. All activities as attached are optional and if no payment is received, an alternative educational activity will be provided for your child. The School Council recognises the value of these types of activities and seeks to support teachers who coordinate them as part of their teaching programs.

The Finance Committee has approved, and School Board noted all 2024 extra cost optional activities. The estimated costs provided are at an upper limit and will not exceed the amount shown. If a particular event does not transpire within the 2024 school year, no charges for that event will apply.

Payment of the attached is not required at the time of finalising payment of 'voluntary contributions'. Where extra cost optional activities have been arranged, payment will be requested immediately prior to the event.

REFUND OF CONTRIBUTIONS AND CHARGES

When a student transfers to another school, a pro-rata refund may be requested.

INSURANCE

It is strongly recommended that parents check their health and general insurance policies to ensure adequate and current medical, personal property and liability insurance cover is in place.

The school is not liable for medical expenses arising from accident or illness, loss of or damage to personal effects and property. The school will call an ambulance if the circumstances require. Parents will be informed and the cost of such will be the parents' responsibility. Risk Cover provide insurance coverage for school authorised camps and excursions that involve an overnight stay. Each family should ensure that they have adequate emergency ambulance cover.

BILLING SYSTEM

Parents will receive a statement for Contributions & Charges early 2024. The attached information is to help with your budgeting and is a Department of Education requirement that we provide to you 2 months prior to the new school year.

Please do not pay until January 2024 at your earliest if you are paying by Electronic Transfer, referenced with the Student's Name and Year Level (i.e. John Smith, Year 1). Alternatively, wait for your statement, from Wickham PS, early in 2024.

Should you have any queries please do not hesitate to contact the Principal, Lincoln Day or the Manager Corporate Services, Michelle Schut, at the school on 9185 8500.

WICKHAM PRIMARY SCHOOL
MAXIMUM EXTRA COST CHARGES 2024



| ITEM | | | | | | | | |
|--|----------|-----------|----------|----------|----------|----------|----------|----------|
| | K | PP | 1 | 2 | 3 | 4 | 5 | 6 |
| Stationery/Booklist Items | \$75 | \$80 | \$160 | \$170 | \$190 | \$160 | \$130 | \$130 |
| WPS Yearbook | \$10 | \$10 | \$10 | \$10 | \$10 | \$10 | \$10 | \$10 |
| Swimming Lessons *Dependent on availability of teachers | - | \$30 | \$30 | \$30 | \$30 | \$30 | \$30 | \$30 |
| Sport (Interschool Events etc.) | - | - | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 |
| Excursions | \$150 | \$150 | \$150 | \$150 | \$150 | \$150 | \$150 | \$150 |
| Incursions | \$150 | \$150 | \$150 | \$150 | \$150 | \$150 | \$150 | \$150 |
| Camps | - | - | - | - | \$80 | \$150 | \$850 | \$850 |
| RoboCup WA (selected students) | - | - | - | - | - | \$1000 | \$1000 | \$1000 |
| RoboCup National (selected students) | - | - | - | - | - | \$2000 | \$2000 | \$2000 |
| Year 6 Graduation – shirts, function, outing, contingencies | - | - | - | - | - | - | - | \$120 |
| PEAC (Primary Extension and Challenge) (Selected students) Costs depend on courses selected which range from \$10 to \$100 | - | - | - | - | - | - | \$300 | \$300 |

K: Kindergarten
PP: Pre-Primary