Cranbourne South PRIMARY SCHOOL

Respectful Responsible Resilient Safe

239 Pearcedale Road, Cranbourne South VIC 3977
P: 9782 2999
cranbourne.south.ps@education.vic.gov.au

YEAR 4 - 2027

Dear Parents/Carers,

This letter provides information about voluntary contributions you can make to support Cranbourne South Primary School for 2027 and other payments you can choose to make.

Victorian government schools provide free instruction. This means all students have free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.

Some families choose to make a voluntary financial contribution to support the school, and we are very grateful for this support. Making a voluntary contribution is your choice. There is no expectation or pressure for families to contribute.

Cranbourne South Primary School offers a range of items and activities that are additional to the free instruction provided to all students at our school. Financial help is available for extra-curricular items and activities if you are experiencing financial hardship (see further details under Financial Help for Families in the attached information). For a confidential discussion about how to access the financial help available, please contact: Monique Hunt or Meaghan McKinnon on 9782 2999 or email monique.hunt@education.vic.gov.au and meaghan.mckinnon@education.vic.gov.au .

If you need an interpreter, please contact 03 9605 3053 and give our school's phone number 9782 2999. An interpreter can help you speak with us. This service is free. For more information, please see How to use an interpreter to contact your school.

For more information on the Department of Education's Parent Contributions policy please see the information attached. You can read the full policy at Parent Contributions: Policy | education.vic.gov.au.

Yours sincerely,

Cate McKenzie

Principal

Kirralea Bridges

School Council President

Cranbourne South Primary School - **2027 PARENT CONTRIBUTIONS ARRANGEMENTS**

Voluntary contributions

If you are the carer of a student in out-of-home care or hold a financially means-tested card (such as a healthcare card), please ignore the invitation to make voluntary contributions.

We encourage any family experiencing financial hardship to contact the school for information about the financial help available for extra-curricular activities like camps and excursions.

Voluntary contributions	Suggested amount – parents can contribute more or less	Amount
Voluntary contributions to enhance our school's range of programs, resources and environment.	**$220.00** *for the year*	$_____ *Thank you*

Extra-curricular items and activities

Cranbourne South Primary School offers a range of optional items and activities that are additional to the free instruction provided to all students at our school. Accessing these items and activities does require payment, but financial support is available (see further details under Financial Help for Families below).

Example extra-curricular items and activities include:

- optional activities, camps, excursions and programs
- class photos
- social events like graduation.

We have provided confirmed or indicative costs of known extra-curricular items and activities below.

Payment for extra-curricular items and activities with a confirmed cost can be made now or later. Payments can also be made via instalment. Please contact the school office if you wish to pay via instalments.

Please contact the school for advice on financial help available for extra-curricular items and activities.

Extra-curricular items and activities	Indicative cost	Confirmed cost (where known)	Parent/carer to select
Year 3 & Year 4 Camp [May 2027]	**$400 approx.**	**TBC**	$_____ *Thank you*
Total Extra-curricular Items and Activities A calendar showing EVENTS, Costs & Dates of excursions is provided to families - each term, in advance **via COMPASS newsfeed and a printed hardcopy.**	Dates & Costs are given each Term **(by end of previous Term)**	See school calendar each term	Payment requests are through COMPASS Parents give their consent & payment, prior to each DUE DATE

Learning materials for students to own

Booklist items:

You can choose to buy learning materials for your child to individually use and own. These items can be bought from any supplier.

Cranbourne South Primary School has an arrangement with the following supplier for the materials that you can buy: **COS (Complete Office Supplies)**.

If you do not buy these items, your child will still be provided with what they need, however they may not be provided with these items to own, or keep, on an individual basis. If you wish to buy items through the supplier, please see recommended list attached:

- this recommended list will be provided below (in this letter)
- and published on our website when finalised.

If you would like to buy items to own that are not from this supplier, you can **see our school website** for a list of required stationery items.

Financial help for families

Cranbourne South Primary School understands families can experience financial difficulty. Help is available, including:

- **Camps, Sports and Excursions Fund** – this program provides funding for eligible students, including those in out of home care, and holders of eligible financially means-tested cards (such as health care cards), to attend activities like camps, sporting activities, excursions and incursions that are offered on a user-pays basis.
- **Affordable School Uniforms -** delivered by State Schools Relief, this program helps cover costs such as school uniforms, shoes, and other essential school items where families are experiencing financial hardship or short-term crisis.
- **Payment plans for Extra-Curricular Items and Activities** (please email the office to assist you)
- **Second hand uniform sales** are advertised by PFA (approx. once per term)

Applications for support from the Camps, Sports and Excursions Fund and State Schools Relief are submitted by the school - please contact us to discuss these and other financial help.

For a confidential discussion about how to access financial help, please contact:

Monique Hunt or **Meaghan McKinnon** on 03 9782 2999 or email monique.hunt@education.vic.gov.au or meaghan.mckinnon@education.vic.gov.au .

Payment methods

Email the school office to set up a payment instalment : cranbourne.south.ps@education.vic.gov.au

Voluntary Contributions

If you want to make **voluntary contributions** throughout the year, you can:

- decide when to make each contribution
- choose the amount of each contribution.

Extra Curricular items and activities

If you would like to pay for extra-curricular items and activities through instalments, please send an email to request a payment plan with dates and amounts to suit your needs, as requested via Compass Events - prior to the consent due date.

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 of Education's Parent Contributions policy and guidance, Financial Help for Families policy, and any other relevant information.

Back to School Parent Portal

Find and order your child's school pack in less than 4 minutes!

A family owned Australian business



parent.cos.net.au | 1300 79 27 85 | parentportal@cos.net.au

CRANBOURNE SOUTH PRIMARY SCHOOL - BTS PARENT PORTAL
REQUIREMENTS FOR YEAR 4, 2027

Please order at parent.cos.net.au

COS will be supplying your 2027 stationery packs. COS is a 100% Australian Family Owned & Operated school supplier. We've selected the list of items your child needs to start the year and worked with COS so you can order everything you need in one go and it will be delivered directly to your home before school starts.

The items listed on the following page have been selected as being required for Year 4 in 2027. To ensure delivery prior to Term 1, 2027, please place your order by 3rd January 2027.

2027 Requirements for Online Ordering
Listed below are the easy steps for placing your online order available from

Ready to order?
For a fast, simple, and secure way to place your order visit parent.cos.net.au and follow these steps:

1. Click https://parent.cos.net.au/school/cranbourne-south or scan below QR code to enter COS Parent Portal
Or enter your school access code at parent.cos.net.au: 390242
2. Select the Year level required for 2027
3. Review product selection based on your requirements
(Please note, items may have been marked as either mandatory or optional by your school)
4. Add your Pack to the shopping cart
5. Enter your Child's Details and Delivery Address
6. Enter in your credit card & PayPal details and then submit your order

You will receive an email order confirmation and can also request order tracking sent to your mobile.

IMPORTANT INFORMATION REGARDING YOUR ORDER

Please be advised that the transport industry and Australia post have informed us to the possibility of delays occurring during the months of December and January. To ensure that your School Packs arrive in time for the start of the school term, we strongly recommend sending your order as early as possible and adhering to the dates provided below. While COS will continue to expedite deliveries beyond these dates, it may become challenging to guarantee their arrival before the commencement of the school term.

Delivery Service: All orders will be dispatched via Australia Post. Please note that specific delivery times cannot be requested. Should no one be available to receive the delivery, the goods will be taken to the nearest post office for collection, and a notification card will be placed in your mailbox.

Delivery Guarantee: Orders placed before 6th December, will be delivered to your home by 24th December. Orders placed before 3rd January will be delivered to your home prior to the commencement of Term 1, 2027. Orders placed after this date cannot be guaranteed to arrive on time.

Delivery Charges: All orders over $66 (incl. GST) and placed before 1st December are eligible for FREE delivery!

Order value	Order Date	Delivery Fee (Single Pack)	Delivery Fee (Multiple packs)
Over $66 (incl. GST)	Prior to 1st Dec	FREE	FREE
Under $66 (incl. GST)	Prior to 1st Dec	$14.95 (incl. GST) per pack	$10.95 (incl. GST) per pack
Any	After 1st Dec	$14.95 (incl. GST) per pack	$10.95 (incl. GST) per pack

Please note: Some bulky items may be sent directly to your school. The $66 minimum applies to stationery only; contributions and levies are excluded.

Requirements for YEAR 4, 2027

Subject	Code	COS Description	UOM	Qty	Price inc GST
	BTS00008	COS Document Wallet PP Button A4 Green	Each	1	$0.84
	BTS00033	Staedtler Tradition 110 Hex HB Pencil Graphite	Each	12	$7.39
	BTS00081	COS Hexagonal Correction Pencil Red	Each	4	$2.42
	BTS00129	Ruled Pad Bank 200x125mm 100 Sheets White	Each	1	$1.39
	BTS00140	COS Adhesive Tape 18mm x 66m Clear	Each	1	$1.45
	BTS00209	Protext Student Rewriteable Sleeve A4 Assorted	Each	1	$4.02
	TISS1040	COS Facial Tissue 2ply 100 Sheet White	Each	2	$3.04
	WHIT3085	COS Magnetic Mini Dogbone W/Board Eraser Blue	Each	2	$2.09
	WORK0051	Kluwell My Home Reading Green Middle 9780645989311	Each	1	$5.46
	EXER9070	Exercise Book A4 14mm DT 70gsm 64p Rabbit	Each	6	$6.20
	HIGH8421	COS Stubby Highlighter Assorted	Box4	2	$8.95
	MARK7930	Micador Colourfun Broad Colour Markers Assorted	Wlt12	2	$20.77
	PENC2240	Staedtler Noris 187 Triangular Pencils Assorted	Box12	3	$14.62
	RULE1065	COS Wooden Ruler 300mm Natural	Each	1	$0.64
	SCIS3604	Westcott L/R AntiMicro Scissors 178mm Assorted	Each	2	$7.55
	BTS01001	COS BTS Student Pack Drawstring Bag Green	Each	1	$0.00
	CASE1109	COS Mesh Pouch 330 x 175mm Clear	Each	1	$3.22
	ERAS1010	COS Eraser Large White	Each	2	$0.77
	EXER9030	COS Graph A4 10mm Grid 55gsm 96p Cat	Each	2	$2.27
	EXER9067	COS Scrapbook 330x240mm Blank 100gsm 64p Marine Life	Each	6	$6.47
	EXER9068	COS Mini Scrapbook 165x245mm 100gsm 64p Marine Life	Each	1	$1.06
	BTS00069	COS Student Magn D/Sided WB 210 x 300mm	Each	1	$7.13
	BTS00076	Bostik Blu Stik Glue 35G	Each	3	$10.16
	BTS00113	Inkjoy 100/50 Ballpoint Pen 1.0mm Medium	Each	4	$2.07
	BTS00114	Inkjoy 100/50 Ballpoint Pen 1.0mm Medium	Each	2	$1.03
	MARK3345	COS Whiteboard Bullet Marker 2mm 4 Col	Box12	1	$17.96
	SHAR1050	Staedtler Slim Sharpener Double Hole	Each	1	$2.92
Pack Price including GST (*Excluding Voluntaries)*					$136.34
	LEVY	Voluntary Contributions		1	$220.00
Pack Price Including Voluntaries & GST					$356.34
Please contact COS with any queries regarding the Parent Portal					

Previous Year - Purchase Only If Needing To Replace *(See teacher note sent home)*				
BAGS0048	Celco Student Library Book Carry Bag Red	Each	1	$13.15
DISY1164	Marbig Display Book A4 40P Insert Cover	Each	1	$7.65
DISY7131	Quill Display Book A3 20P Insert Fixed Black	Each	1	$10.81
FILE2001	Reader Cover with Elastic 310x220mm Black	Each	1	$7.50
HEAD4706	Hushie Headset - 3.5mm with Inline Mic	Each	1	$17.82

Parent Contributions policy

Information for families

FREE INSTRUCTION

Schools give students free instruction in the curriculum. This includes:

- Free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.
- The Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major, and the Victorian Pathways Certificate.
- Free access to all subjects, including elective subjects.
- Free access to select-entry and accelerated programs.

FAMILIES CAN CHOOSE TO CONTRIBUTE

Schools can invite 2 types of voluntary contributions:

Voluntary contributions	Tax deductible contributions
Used towards enhanced educational programs and school environment, and additional resources and opportunities offered by schools	Used towards building and/or library fund (for those schools who have such funds)

Schools must advise the carers of students in out-of-home care and parents and carers who hold a financially means-tested card (such as a healthcare card) that the invitation to make voluntary contributions does not apply to them.

In addition, schools can invite parents and carers to pay for optional:

- Extra-curricular items and activities that go beyond the curriculum - for example, school photos, some excursions and some camps.
- Learning materials for students to individually use and own - for example, textbooks, stationery, and in secondary schools only, digital devices. If these items are not bought or provided from home, schools will provide students with free access to what they need for curriculum delivery.

FINANCIAL HELP FOR FAMILIES

Each school has a contact person who can discuss with parents and carers the financial supports that are available.

Schools must publish their Parent Contributions arrangements on their school website, along with a link to the department's Parent Contributions policy.