



# Altona Meadows Primary School

No. 5172

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## Prep Family Contributions / Book Pack Information

Wednesday 18<sup>th</sup> September, 2024

Dear Parents/Guardians,

Altona Meadows Primary School is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2025.

Schools provide students with free instruction to fulfil the standard Victorian curriculum 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's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

For the 2025 school year, we are continuing with our online portal for the purchasing of Book Packs, this should hopefully make the system of ordering and delivering of packs much easier. All Book Packs will be delivered straight to the school at the beginning of 2025 and will not need to be taken home. We have aimed to keep our costs as low as possible.

For the 2025 school year, we will be implementing The Resilience Project. As this is a school wide initiative, we will be covering the cost of the student diary or take home reader book and the student workbook.

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

Yours sincerely,

Emma Hampton  
School Principal

Simon Jackson  
School Council President



## Altona Meadows Primary School Prep 2025

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Prep classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Prep Book Pack</li> </ul>	\$85.31
Prep Curriculum Contribution <ul style="list-style-type: none"> <li>• Items to support the curriculum delivery eg: counters, reading books</li> </ul>	\$50
Prep classroom consumables <ul style="list-style-type: none"> <li>• General classroom supplies eg: paper, art &amp; craft supplies</li> </ul>	20 / \$40 / \$60
Prep ICT devices – contribution towards the upkeep of student iPads	\$20 / \$40 / \$60
Specialist Program Resources <ul style="list-style-type: none"> <li>• Contribution towards materials and resources for the Specialist program</li> </ul>	\$20 / \$40 / \$60
Online Subscription <ul style="list-style-type: none"> <li>• Reading Eggs</li> </ul>	\$32.00
Other Contributions - for non-curriculum items and activities	Amount
<b>Tax deductible contributions</b>	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$50 / \$100

### Educational items for students to own

Attached is a list of items that the school recommends you purchase from Paper Chase / Office National for your child to individually own and use.

### Extra-Curricular Items and Activities

Altona Meadows Primary School 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.

The activities listed below are planned to commence throughout the year. The price listed is a guide only, further information will be provided closer to the date. No payment is needed for these at the moment.

Extra-Curricular Items and Activities	Amount
Swimming	\$50 approx

### Financial Support for Families

Altona Meadows Primary School 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 our office and a member of staff will be able to support you. Ph: 03 9369 1288 | Email: [altona.meadows.ps@education.vic.gov.au](mailto:altona.meadows.ps@education.vic.gov.au)

### Payment methods

All online payments can be made online through Paper Chase/Office Nationals portal. Please see the attached form for further details.

The purchasing of a device for students in grades 3,4,5 & 6 can all be made through our JBHIFI portal. Please see attached form for further details.

The School Diary, donations to our Building Fund and all other voluntary contributions can be made directly through our main 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.



# ALTONA MEADOWS PRIMARY SCHOOL BOOKLIST

PREP 2025



## ONLINE ORDERING INSTRUCTIONS

**PLEASE READ CAREFULLY** as the process may have changed from previous years

**DUE DATE: 8 DECEMBER 2024**

### Important Information

- Orders must be placed by the due date in order for your child to receive their pack for the first day of Term 1.
- **Orders placed after the due date will not be delivered to the school until mid February due to our extremely busy schedule in January. NO EXCEPTIONS. Please order early to avoid disappointment.** We apologise if you are a new enrolment or missed the due date due to unavoidable circumstances, but the school is aware your pack won't be ready on the first day of school, so your child should not be disadvantaged.
- All packs will be delivered to the school and cannot be collected from Paperchase.
- Complete packs only can be ordered through Paperchase Booklist Website. We do not have a walk-in shop and individual items cannot be purchased. All orders must be placed online.

PROCESSING & HANDLING CHARGES	
Orders placed after the due date will incur additional processing and handling charges as outlined below.	
ORDER DATE	PROCESSING/HANDLING FEE
Up to 8 December	-
8 December – 1 <sup>st</sup> February	\$8.50 per pack

**Online Booklist ordering will close on 1 FEBRUARY 2025.**

You will not be able to order through our dedicated Booklist Website after this date. Please order early to avoid disappointment

### Online Booklist Ordering Procedure

1. Go to <https://booklist.paperchase.com.au>
2. Enter this School Access Code: **BTSAMPS**  
Access code must be entered. Searching for school will not work
3. Click 'Create Order'
4. Enter students first and last name, choose year level from the drop-down list and click 'Continue'.
5. Click 'Add Order to Cart'
6. You may then either Checkout or Add Another Student.

Please check your E-mail for order receipt. *If you do not receive email confirmation, please contact Paperchase directly to confirm your order was placed correctly.*

**PLEASE NOTE:** Payment must be made during the online ordering process, by **Visa or Mastercard**

(credit card or debit card accepted). ZIP Pay also available\*

\* ZIP -Interest free, nothing to pay upfront, flexible repayments. You will need an active Zip account.

Conditions apply: <https://zip.co/create-an-account>

If you elect not to purchase the booklist through Paperchase please ensure children come to school on the first day with the required materials.



# ALTONA MEADOWS PRIMARY SCHOOL BOOKLIST PREP 2025



**DUE DATE - PLEASE SUBMIT ORDER ONLINE BY: 8-Dec-2024**

### ONLINE BOOKLIST ORDERING INSTRUCTIONS\*

Ordering is fast, secure and convenient. Simply:

1. Go to <https://booklist.paperchase.com.au>
2. Enter this School Access code: **BTSAMPS**
3. Click 'Create Order'
4. Enter student's name, select correct year level from the drop-down list and follow prompts to place your order

\*Booklist ordering only available during back-to-school season.

**PREP 2025 STATIONERY PACK** - Sold as a Pack only - quantities cannot be altered

Code	Qty	Item Description
4034454	4	PICTOR GLUE STICK LARGE 36G CLEAR PVP
4000185	7	PICTOR MEGA SPACEBUDDIES SCRAPBOOK 100GSM 64 PAGE 330 X 240MM
7049118	4	FABER CASTELL PENCIL JUNIOR GRIP TRIANGULAR 2B
4001700	1	PICTOR DELUXE RED HANDLE STUDENT SCISSORS 140MM BLUNT TIP
7051933	12	ARTLINE MARKER WHITEBOARD SUPREME BLACK
4001359	2	PICTOR PREMIUM TWISTABLE CRAYONS PACK 12
7071236	2	DOCUMENT WALLET PP W/BUTTON CLEAR
4010155	1	TARGETING HANDWRITING VIC YEAR PREP STUDENT BOOK
4000147	4	PICTOR PREMIUM PROJECT BOOK PLAIN/ 24MM 335X245 DOTTED THIRDS 64PG ASTRO
4679116	2	DOMS JUMBO TRIANGULAR COLOUR PENCILS 5MM PACK 12 WITH BONUS SHARPENER AND 2 MARKERS
4410064	1	DOMS XL DUST FREE ERASERS WHITE LARGE
4998617	1	OSMER WHITEBOARD ERASER MINI MAGNETIC 50x50mm
4000895	1	PICTOR VISUAL ART DIARY A4 PP 120 PAGE 110GSM BLACK
7101703	1	MOKI DROPS HEADPHONES BLACK
4010002	1	PACKAGING: BTS BOX
		<b>DISCOUNTED PACK PRICE</b>
		<b>\$85.30</b>

ORDER DATE	Processing & Handling Charges
Up to 8 December	-
8 December-1 <sup>st</sup> February	+\$8.50 per pack

**Online Booklist ordering will close on 1 FEBRUARY 2025.**

You will not be able to order through our dedicated Booklist Website after this date. Please order early to avoid disappointment