ARMSTRONG CREEK SCHOOL

28th November 2025

Dear parent/carers,

Armstrong Creek School is looking forward to another great year of teaching and learning and would like to advise you of the School's voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. Nevertheless, with the ongoing support of our families our school can continue to offer the best possible education and support for our students. Within our school this support allows us to provide a wider offering of programs and specialist curriculum experiences along with enhanced digital learning opportunities.

BOOKLIST SUPPLIES

Rather than ask families to purchase individual booklist supplies for their student/s, the school purchases these items on your behalf as a bulk pack and has them delivered to the school. This process allows us to secure wholesale prices without GST and offers value, consistency and convenience. All booklist supplies will be available for students in their classroom on the first day of Term 1, **Thursday 29th January 2026**.

Any contributions from families assist the school greatly and can be made at any time via the Compass platform as a one-off payment (of an amount of your choosing) or through an instalment plan that suits you.

We want to thank you for all you support, whether that's through financial contributions, assisting with fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

For further information on the Department's Parent Payments Policy please see the one-page overview attached. Thank you for your financial contribution to our School so we can continue to provide the best possible value to your child's education.

Yours sincerely,

Jess Kelly
Principal

Hannah Prentice
School Council President

ARMSTRONG CREEK SCHOOL

2026 Contributions – Foundation

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	**Amount ($)**
Classroom consumables, stationery, materials & equipment for all students • *General classroom stationery items (book pack) – Exercise books, grid books, scrapbooks, pencils, markers, pens, glue sticks, document wallets, sharpener, scissors, ruler* • *English – Sounds Write whiteboard pack, fluency resources (book boxes, document wallet, take home reader (F – Yr 3) or mentor texts (Yrs 4-12)* • *Mathematics Fluency Resources – cards, dice, counters* • *Wellbeing – school-wide positive behaviour supports, displays, student clubs* • *Art – paint, pencils/crayons, coloured paper, glue sticks, art folio, resources for art presentation pieces e.g.: glitter/feathers/clay etc.* • *Performing Arts – Folder, Musical instruments/props etc.* • *Physical Education – equipment* • *Auslan – Visual aids, classroom supplies, pencils/pens*	$132.00
Online subscriptions (mathematics, reading, assessment)	$17.00
ICT – to support provision and regular rollover of ICT devices in shared classroom sets as well as hardware, software and other interactive devices in classrooms	$40.00
Printing and photocopying of worksheets and learning materials	$15.00
Total Curriculum Contributions	**$204.00**

Other Contributions - for non-curriculum items and activities	**Amount ($)**
School Sports Victoria affiliation	$2.50
Student wellbeing programs	$20.00
First aid equipment	$4.50
Total Other Contributions	**$27.00**

Tax Deductible Contributions – Library Fund	**Suggested ($50.00)**
A tax-deductible contribution to support the purchase of library books, bookshelves and other training as well as computer software and hardware. (Suggested $50.00).	$___.___
Total Tax Deductible Contributions	**$___.___**

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2026 Extra-Curricular Items and Activities – provided on a user-pays basis

Armstrong Creek 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.

The cost of extra-curricular items and activities will be advised throughout the year via Compass, along with the due date for payment, however the below table provides an indication based on the items and activities offered in 2025:

Extra-Curricular Items and Activities (indication of 2026 activities and cost)	Estimated ($)
*Term 2 – MOPA excursion **	*$27.00*
*Term 3 – Werribee Zoo excursion **	*$20.00*
*Term 4 – Camp experience day (in school) **	*$10.00*
Total Extra-Curricular Items and Activities	***$57.00***

**Eligible to be paid for using School Savings Bonus*

Estimate of Total Contributions for 2026 – Foundation (excluding tax-deductible Library Contribution)

Category		Totals ($)
Curriculum Contributions		$204.00
Other Contributions	*(Non-tax deductible)*	$27.00
Library Fund	*(Tax-deductible)*	$___.___
Extra-Curricular Items and Activities (optional, payment due date advised via Compass)		$ 57.00
Total (excluding tax-deductible Library Contribution)		**$ 288.00**

Financial Support for Families

Armstrong Creek School understands that some families may experience financial difficulty and offers a range of support options, including:

SCHOOL SAVINGS BONUS (SSB)

Families who have not yet used the entire School Savings Bonus will have the balance carried forward into 2026. Any remaining balance is available to be used towards school camps, excursions and incursions. When events are published on Compass, you will be able to elect to use SSB to cover the cost.

CAMPS, SPORTS & EXCURSIONS FUND (CSEF)

Parents/carers who hold a valid means-tested concession card or are a temporary foster parent can apply for CSEF which provides the school with $400 per student (primary or secondary) to cover the costs of excursions, camps, and sporting activities. Please collect an application form from the school office if you hold an eligible pension or healthcare card. See also Uniform Support – State Schools Relief.

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CENTREPAY (via Centrelink)

Centrepay is a voluntary bill-paying service which is free for Centrelink customers. You can use Centrepay to arrange regular deductions from your Centrelink payment. You can start, change or stop a deduction at any time. **The simplest way to arrange Centrepay deductions is through your Centrelink account online**, however you may also set up deductions in the following alternative ways:

- via your Centrelink online account via MyGov
- using the Express Plus Centrelink mobile app
- by contacting the Department, or
- by providing a Deduction Authority to a Centrepay approved Business (Armstrong Creek School) to manage your Deductions via Centrelink Business Online Services (CBOS). The minimum Deduction amount for Centrepay is $10.

Refer to humanservices.gov.au/Centrepay for more information.

UNIFORM SUPPORT – STATE SCHOOLS RELIEF (SSR)

Every Prep and Year 7 government school student who is a recipient of the CSEF automatically qualifies for a school uniform pack voucher from State Schools Relief (SSR).

State Schools' Relief (SSR) is an autonomous, charitable organisation that assists Victorian government school students who are experiencing financial disadvantage because of short-term crisis or long-term chronic need. SSR is supported by the Department to assist families with uniforms and other essential items for students who need assistance to continue their education.

Short-term crisis and long-term chronic need are the primary qualifying criteria for support from SSR, including refugee status, homelessness, family violence, house fire, natural disaster, financial hardship, illness, and emergency.

SSR assistance will be provided by either direct supply of uniform items or uniform vouchers for redemption from school uniform suppliers.

For a confidential discussion about accessing these services, or if you would like to discuss payment arrangements, please contact Mel Clohesy or Lucy Fitzgerald on 03 5218 5100 or email armstrong.creek.school@education.vic.gov.au.

Payment methods

COMPASS

Compass is the main platform at Armstrong Creek School for communication, reporting, and event management, including providing consent and making payment for school activities and voluntary contributions. Families have the following payment options to choose from:

- One single payment for all contributions
- Flexible payment arrangements across the year:
  - 10x monthly payments (February – November)
  - 2x semesterly payments (February and July)
  - 4x termly (February, January, April, July, October)

Flexible arrangements in Compass are provided in response to community consultation. They remain voluntary and can be commenced, changed or cancelled at any time.

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When contributions are published on Compass (during January 2026) you will see an alert on your dashboard. By clicking the alert, you will be taken to the confirmation page where you can proceed through the prompts to select your chosen option, contribution amount and payment frequency.

All contributions to the Library Fund are tax deductible, and a tax invoice will be provided following payment.

BPAY

All ACS families have an allocated BPAY number. If you are unsure of your BPAY reference number, please contact the office on (03) 5218 5100.

Refunds

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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.