



PARENT PAYMENTS ARRANGEMENTS BOOK PACK INFORMATION – Prep 2026

Dear Parents and Guardians,

At Sherbourne Primary School, we are committed to providing every child with the best possible education. While the Victorian Curriculum is delivered free of charge, your contributions enable us to offer programs and resources that go beyond the basics. This creates a richer, more engaging learning experience for your child.

Your support helps us fund:

- Online learning tools such as **Mathletics**, **Reading Eggs**, and **Sunshine Online**.
- High-quality classroom materials for **Art**, **English**, **Mathematics**, **Physical Education**, and **Music**.
- Upgraded technology and improved learning spaces.
- Student wellbeing programs and safe, vibrant school grounds.

These contributions make a real difference in the opportunities we can provide for every student.

Contribution Details for 2026

The school management and school council are very conscious of keeping costs to a minimum, and as such the voluntary contribution amount for 2026 remains unchanged:

- Curriculum Contributions: \$370 per student
- Other Contributions: \$50
- Total: \$420 per student

There is a more detailed breakdown of how these contributions are applied shown later.

This contribution is **due by February 27 2026**, but paying now (option to pay with book pack order) will make things easier and ensure resources are ready for the start of the school year. Early payment means one less thing to worry about later—and helps us plan effectively for your child's learning.

For more information on the Department's Parent Payments Policy, please refer to the attached one-page overview.

How to Pay

Payments can be made via:

- Cash or EFTPOS at the school office
- Direct debit (call the office with card details)
- **Preferred** - Direct deposit to account: Sherbourne Primary School Council Official Account
CBA: BSB: 063 185 | ACC: 00909627

Book Pack information/Action required

Provided in this document is a list of the essential school items required for the 2026 school year.

Need Support?

We understand that some families may experience financial difficulty. If you need assistance or would like to discuss alternative arrangements, please contact our Business Manager, Carolyn Kyte, on **9434 7142** or **carolyn.kyte@education.vic.gov.au**. All discussions are confidential.

Thank you for your continued support in making Sherbourne a thriving learning community. Together, we can ensure every child has the resources and opportunities to succeed.

Yours sincerely,

Brett Hayes

Brett Hayes
Principal

Scott Jackson

Scott Jackson
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
CLASSROOM CONSUMABLES, MATERIALS & EQUIPMENT • Art • English • Mathematics • Physical Education / Sports equipment • ICT • Inquiry • LOTE • Music / Performing Arts	\$270
ONLINE SUBSCRIPTIONS • Essential Assessments • Athletics • Reading Eggs • Compass • Sunshine Online • Cyber Safety Project	\$100.00
Other Contributions - for non-curriculum items and activities	Amount
• Sports Victoria membership • Student Wellbeing programs • First aid equipment • School building/grounds upgrading and improvements	\$ 50.00
TOTAL FAMILY CONTRIBUTION PER STUDENT	\$420.00

Extra-Curricular Items and Activities

Sherbourne 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. Details of these items and activities will be provided to students and families each term throughout the year. Examples of activities include, camps, interschool sport, excursions and incursions.

Extra-Curricular Items and Activities	Amount
Optional camps and excursions to be scheduled and distributed each term	TBA
Total Extra-curricular Items and Activities	\$TBA

Educational items for students to own (Stationery/Booklist items)

Please find attached a list of items that the school recommends you purchase for your child to individually own and use. Maxim is our preferred supplier however you may source these items independently. Orders made online through Maxim will be delivered to school for the start of the 2026 school year.

Financial Support for Families

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

- State Schools' Relief provides financial support for eligible families to purchase clothes/uniforms at a reduced rate.
- Camps, Sports and Excursions Fund provided payments for eligible students to attend camps, sports and excursions
- Payment plans for extra -curricular activities

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

Business Manager Carolyn Kyte

Phone: 9434-7142 or Email: carolyn.kyte@education.vic.gov.au

SUMMARY OF PARENT VOLUNTARY CONTRIBUTIONS 2026

Category	Totals
Curriculum Contributions per student	\$370.00
Other Contributions	\$ 50.00
Extra-Curricular Items and Activities	\$ TBA per term
Total	\$420.00

Payment methods

Payment contributions towards the requested payments are essential to maintain the quality of education that we provide at Sherbourne Primary School.

Payments can be made via:

- Cash
- EFTPOS
- Direct debit from your debit or credit card (please call the school office with details of your card)
- Direct deposit to the school's bank account – **CBA BSB:** 063 185 **ACC:** 00909627

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.

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

<https://www2.education.vic.gov.au/pal/parent-payment/guidance>

<https://www.sherbps.vic.edu.au/page/8/Policies>

STATIONERY/ BOOKLIST 2026 – PREP

IMPORTANT PLEASE READ (Educational items for students)

Dear Parents,

Many thanks for supporting Sherbourne PS with the online portal. We have partnered with Maxim to ensure a smooth start for 2026. If you wish to order your Book pack from Maxim, orders must be placed by **Friday December 19 2025** to ensure delivery is on time. Packs will be delivered directly to the school ready for collection at the start of the year. Any orders after this date will incur a late order processing fee of \$15 and will be delivered in February.

For collection queries, please contact the school office on 03 9434-7142.

To order your Book pack:

1. Please follow this link: <http://www.maxim.booklists.com.au>
2. Your access code is: **SHERBPS**
**Please note this is capital sensitive. Please enter code as displayed on the screen.*
3. Select the year level required
4. Please ensure that the students' name, your name and contact details are given and correct
5. Select 'Place order'
6. If purchasing more than one booklist, please select 'Add another booklist' and follow the same procedure from step 3
7. Select 'Proceed to payment options'
8. Your total payment amount required will be displayed on the screen
9. Select 'Pay Now'
10. Please choose your check-out option – Credit/ Direct Debit available. Ensure payment details are correctly entered
11. You will receive a payment receipt and an order confirmation to the email address you provided
12. Your child's pack/s will be delivered to the school and available for collection from January 22

Description	Qty
Handwriting Conventions VIC Prep	1
PP Envelope A4 with Button Blue	2
PP Envelope A4 with Button Red	2
PP Envelope A4 with Button Clear	2
Report Copy White A4 80gsm Ream 500	4
Staedtler Jumbo Triangular Pencil 2B EACH	8
Maxi-Stick 36G Glue Stick	8
Westcott Microban Kids Scissors 127mm 5 inch	1
Sharpener Pencil Metal Double Hole	1
Eraser Educ8 Large EACH	2
Verbatim USV Kids Headphones Black	1
Edding 360 Whiteboard Marker Bullet Wallet 4 1	1
Ruler 30cm Wooden Educ8 Essential Each	1
Educ8 Twist Crayons Pack 12	2
Noris Club Coloured Pencils Pack 12	2
Faber Castell Connector Colour Pens Pack 12	1
Educ8 Scrapbook 64 Page 335 x 245mm 100gsm	5
Educ8 Mega Story Book 335 x 245mm 64pg 24mm D/T	1
Educ8 Visual Art Diary A4 120 Page	1
Sharpie Permanent Marker 1.0mm Black	2
Spiral Home Reading Journal Foundation	1

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

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

Extra-Curricular Items and Activities

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.