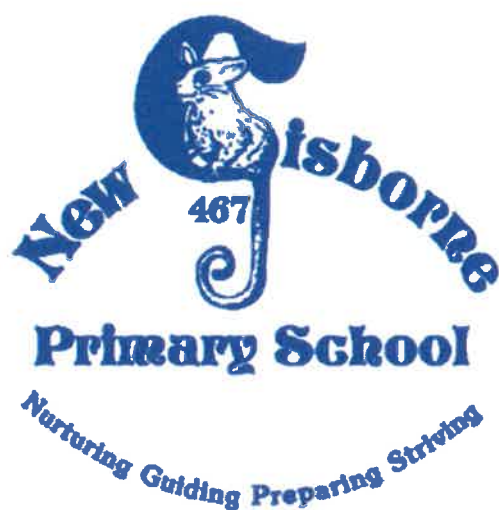


NEW GISBORNE PRIMARY SCHOOL

SCHOOL COUNCIL MEETING No 8 2025



**Tuesday 9th December 2025
at 6pm**

NEW GISBORNE PRIMARY SCHOOL
SCHOOL COUNCIL MEETING AGENDA
Tuesday 9th December 2025 at 6pm

1. Attendees

2. Apologies: Rebecca Brennan

3. Acceptance of previous Minutes

3.1. Minutes of the previous meetings held on 11th November 2025.

4. Matters arising from previous Minutes

5. Official Correspondence

5.1. In:

5.2. Out:

6. Finance Report - Income and Expenditure as at 30th November 2025

6.1. Balance sheet as at 30th November 2025

6.2. Operating Statement as at 30th November 2025

6.3. New or Modified Creditor's Direct Deposit for November 2025

Finance Committee Recommended Motions:

- That School Council move \$66665.23 payments be endorsed, and all presented reports be accepted as a true and correct depiction of the New Gisborne Primary School finances for the month of November 2025.
- That School Council move all statements and payments as tabled for the School Purchasing Cards for the month of September 2025 be accepted.
- That School Council set the charges for the 2026 School Year as attached.
- That School Council accept and endorse the indicative cash budget for New Gisborne Primary School for 2026.

7. Other Reports

7.1. Parents' Association

7.2. Principal

7.2.1. Principal's Report

7.3. Sub-Committee

8. General Business

9. Other Business

9.1. Changes to [Ministerial Order 1280 \(Constitution of Government School Councils\) 2020](#). Key changes for the operation of school councils include new eligibility criteria which require school council members to:

9.1.1. hold a [working with children \(WWC\) clearance](#) or Victorian Institute of Teaching (VIT) registration for school employees. The WWC clearance can be either a volunteer WWC clearance, or employee WWC clearance if they already have this. These measures will better protect school students from risk of harm

9.1.2. not be subject to any court order, including a personal safety intervention order, that would prevent them from attending the school in person. This is to help keep all members of the school community safe, regardless of whether meetings are held in person or virtually.

10. Meeting Closed

Next Meeting: TBC

Future Meetings: TBC

NEW GISBORNE PRIMARY SCHOOL
SCHOOL COUNCIL MEETING MINUTES
Tuesday 11th November 2025 at 7pm

1. **Attendees:** Shane West, Rebecca Brennan, Nial Muecke, Justine Abbott, William Holloway, Simon Clarke, Shelley Wilson, Tanya Hilgert, Aaron Jenkins, and Stephanie Simson

2. **Apologies:** Kayla McGregor, Ray Bell, Jennifer Boyd, and Hayley Jones

3. **Acceptance of previous Minutes**

3.1. Minutes of the previous meetings held on 9th September 2025.

Moved: Simon Clarke

Seconded: Shane West

4. **Matters arising from previous Minutes**

5. **Official Correspondence**

5.1. In:

5.1.1. School Performance Report

5.1.2. Letter from current parent.

5.2. Out:

6. **Finance Report - Income and Expenditure as at 30th September 2025**

6.1. Balance sheet as at 30th September 2025

6.2. Operating Statement as at 30th September 2025

6.3. New or Modified Creditor's Direct Deposit for September 2025

Finance Committee Recommended Motions:

- That School Council move \$80775.05 payments be endorsed, \$50000.00 transfers be ratified, and all presented reports be accepted as a true and correct depiction of the New Gisborne Primary School finances for the month of September 2025.
- That School Council move all statements and payments as tabled for the School Purchasing Cards for the month of August 2025 be accepted.
- That School Council approve the Profit and Loss for Fundraising as presented.

Moved: Stephanie Simson

Seconded: Shane West

7. **Finance Report - Income and Expenditure as at 31st October 2025**

7.1. Finance Meeting Minutes of 11th November 2025

7.2. Balance sheet as at 31st October 2025

7.3. Operating Statement as at 31st October 2025

7.4. New or Modified Creditor's Direct Deposit for October 2025

Finance Committee Recommended Motions:

- That School Council move \$75024.85 payments be endorsed, \$50000.00 transfers be ratified, and all presented reports be accepted as a true and correct depiction of the New Gisborne Primary School finances for the month of October 2025.
- That School Council move all statements and payments as tabled for the School Purchasing Cards for the month of September 2025 be accepted.
- That School Council approve the Profit and Loss for Camps and Excursions as presented.
- That School Council approve the Profit and Loss for Fundraising as presented.

Moved: Stephanie Simson

Seconded: Rebecca Brennan

8. **Other Reports**

8.1. Parents' Association

8.1.1. Colour Fun Run was successful

8.1.2. Teacher Appreciation Day was celebrated

8.1.3. Fundraisers: Mangoes and Crazy Camel art will be distributed once delivery is received

8.1.4. Book Fair set up Tuesday 18th November. Consideration to be given to booking for Parent/Teacher interview day in T2 2026.

8.2. Principal

8.2.1. Principal's Report (attached)

8.2.2. School Performance Report

8.3. Sub-Committee

8.3.1. **Grounds**

8.3.1.1. Thank you to Shelley for her work on replacement of the Spiderweb equipment.

8.3.1.2. Further grants will be applied for in early 2026

9. General Business

10. Other Business

11. Meeting Closed: 8pm

Next Meeting: Dinner Meeting Tuesday 9th December 2025

Future Meetings: TBC

Nial Muecke
School Council President

**Balance Sheet Specific Period**

As at 30 November 2025

	Current	Last year
Accumulated Funds		
Accumulated Funds	-922,173.94	-848,540.32
Total Funds	-922,173.94	-848,540.32
Represented by:		
Non Current Assets		
Computers/IT equip >\$5,000	5,281.17	0.00
Furniture and Fittings >\$5,000	5,180.50	5,180.50
Musical Equipment >\$5,000	7,000.00	7,000.00
Communication Equip>\$5,000	11,990.00	11,990.00
Plant & Equipment > \$5,000	29,254.09	29,254.09
Other Assets >\$5,000	24,665.45	13,430.00
Min Ld Build Assets<\$50,000	27,389.00	27,389.00
	110,760.21	94,243.59
Current Assets		
High Yield	860,739.89	935,051.84
Official Account	20,005.14	6,959.39
Accounts Receivable Control	-58,495.12	-188,112.69
Sundry Debtors	0.00	0.00
GST Purchases (reclaimable)	2,220.70	3,715.66
Prepaid Expenses	0.00	2,800.00
	824,470.61	760,414.20
Total Assets	935,230.82	854,657.79
Current Liabilities		
Accounts Payable Control	-12,905.43	-5,805.21
GST on Sales	-151.45	-312.26
	-13,056.88	-6,117.47
Non Current Liabilities		
Total Liabilities	-13,056.88	-6,117.47
Net Assets	922,173.94	848,540.32

**Balance Sheet Specific Period**

As at 30 November 2025

	Current	Last year
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We certify that this report is a true and fair representation of the school's financial position as at the specified date.

School Principal *82 Uet* Date *8-12-25*

School Council President *Neil* Date *3/12/2025*



Operating Statement - Detail

for the period ending 30 November 2025

GL Code	Account Title	Current Month		Year to Date		Annual Budget	% of Budget Received	Last Year Actual
		Actual	Budget	Variance	Actual			
REVENUE								
Dep't Grants								
70001	Cash SRP Funding	-	-	-	397,608	397,608	127	350,272
70004	Conveyance Allowance	-	-	-	3,700	3,700	0	-
70007	CSEF	549	-	549	4,500	4,500	35	3,235
70008	School Saving Bonus	-	-	-	-	-	-	-
70080	Department Funding	-	-	-	-	-	-	468
70085	Targeted program reimbursement	-	-	-	-	-	-	4,377
		549	0	549	405,808	405,808	125	358,352
Commonwealth Government Grants								
71080	C'wealth Government Grants	1,552	-	1,552	-	-	-	3,694
		1,552	0	1,552	0	0	-	3,694
State Government Grants								
		0	0	0	0	0	-	-0
Other								
73001	Reimbursements	-	-	-	-	-	-	3,107
73002	Interest Received	2,657	-	2,657	20,000	20,000	176	48,441
73541	Transfers FROM other schools	-	-	-	-	-	-	-
		2,657	0	2,657	20,000	20,000	188	51,547
Locally Raised Funds								
74101	Fundraising Activities	474	-	474	30,000	30,000	105	28,216
74102	Donations	350	-	350	1,700	1,700	256	1,934
74103	Commission	-	-	-	1,500	1,500	139	1,485



Operating Statement - Detail
for the period ending 30 November 2025

GL Code	Account Title	Current Month		Year to Date		Variance	Annual Budget	% of Budget Received	Last Year Actual
		Actual	Budget	Actual	Budget				
74201	Hire of School Fac/Equip	-38	-	4,210	4,500	-290	4,500	94	8,371
74301	Camps/ Excursions	6,194	-	92,296	110,500	-18,204	110,500	84	98,313
74302	Government school camps	-	-	1,291	-	1,291	-	-	-
74402	Trading Operations	18,231	-	169,807	156,000	13,807	156,000	109	151,286
74403	Charities and Collections	722	-	3,274	5,000	-1,726	5,000	65	5,265
74408	Curriculum Contributions	6,013	-	41,655	55,000	-13,345	55,000	76	48,740
74409	Extra-Curricular Items&Act	8,449	-	13,750	12,000	1,750	12,000	115	13,240
74410	Other Contributions	1,714	-	13,494	15,000	-1,507	15,000	90	14,775
74580	Other Locally Raised Funds	-	-	74,232	60,000	14,232	60,000	124	153,636
		42,107	0	451,975	451,200	775	451,200	100	525,262
Total Operating Revenue		46,865	0	1,000,100	877,008	123,092	877,008	114	938,855



Operating Statement - Detail

for the period ending 30 November 2025

GL Code	Account Title	Current Month		Year to Date		Annual Budget	% of Budget Expended	Last Year Actual
		Actual	Budget	Variance	Actual			
EXPENDITURE								
Salaries and Allowances								
80052	Non-Teaching Staff	7,428	-	7,428	98,000	98,000	94	87,686
80060	Work Experience	-	-	-	300	300	25	95
80071	CRT staff	11,391	-	11,391	245,000	245,000	54	160,682
80080	Superannuation	2,258	-	2,258	35,250	35,250	75	28,025
80081	WorkCover	-	-	-	4,200	4,200	92	4,076
		21,077	0	21,077	382,750	382,750	67	280,564
Bank Charges								
82801	Bank Charges	337	-	337	3,000	3,000	74	2,649
		337	0	337	3,000	3,000	74	2,649
Consumables								
86101	Non-Curriculum Consumables	35	-	35	9,250	9,250	21	2,675
86102	Photocopying	737	-	737	15,000	15,000	88	15,157
86104	Curriculum Consumables	4,870	-	4,870	79,460	79,460	95	60,718
86105	Computer Applications <\$5,000	-	-	-	31,251	31,251	35	22,820
		5,642	0	5,642	134,961	134,961	75	101,370
Books and Publications								
86201	Library Books	3,718	-	3,718	4,600	4,600	185	4,661
86250	ECD Books & Publications	-	-	-	-	-	-	-80
		3,718	0	3,718	4,600	4,600	185	4,581
Communication costs								
86301	Postage	-	-	-	500	500	14	291



General Ledger

Operating Statement - Detail
for the period ending 30 November 2025

GL Code	Account Title	Actual	Current Month Budget	Variance	Actual	Year to Date Budget	Variance	Annual Budget	% of Budget Expended	Last Year Actual
86302	Telephone	65	-	65	3,567	5,200	-1,633	5,200	69	4,105
86303	Internet/Comm Costs <\$5,000	-	-	-	-	26,000	-26,000	26,000	0	-
		65	0	65	3,634	31,700	-28,066	31,700	11	4,396
Equipment/Maintenance/Hire										
86401	Furniture/ Fittings <\$5,000	-	-	-	432	2,500	-2,068	2,500	17	14,787
86402	Repairs/ Maintenance Equipment	2,801	-	2,801	5,428	9,300	-3,872	9,300	58	172
86403	Leased Equipment	412	-	412	4,528	5,800	-1,272	5,800	78	4,939
86404	Technology Equipment <\$5,000	-	-	-	2,527	25,000	-22,473	25,000	10	846
86407	Plant and Equipment <\$5,000	-	-	-	360	-	360	-	-	1,439
86409	Hired Equipment	-	-	-	396	7,100	-6,704	7,100	6	4,800
86410	Hired Facilities	-	-	-	368	-	368	-	-	-
		3,213	0	3,213	14,038	49,700	-35,662	49,700	28	26,984
Utilities										
86452	Electricity	-	-	-	18,563	18,000	563	18,000	103	16,144
86454	Gas - LPG	-	-	-	12,647	27,000	-14,353	27,000	47	16,935
86455	Water incl. Water Rates	-	-	-	150	4,000	-3,850	4,000	4	1,417
86503	Refuse and Garbage	203	-	203	10,973	12,000	-1,027	12,000	91	11,867
		203	0	203	42,333	61,000	-18,667	61,000	69	46,363
Property Services										
86500	Security/Safety/Fire Prev	-	-	-	2,868	9,200	-6,332	9,200	31	1,829
86501	Sanitation	270	-	270	9,527	11,000	-1,473	11,000	87	15,243
86502	Contract Cleaning	-	-	-	89,847	103,500	-13,653	103,500	87	95,384
86504	Building Works	489	-	489	7,508	25,000	-17,492	25,000	30	16,511
86505	Ground Works	4,180	-	4,180	96,730	161,750	-65,020	161,750	60	34,609



Operating Statement - Detail

for the period ending 30 November 2025

GL Code	Account Title	Actual	Current Month Budget	Variance	Actual	Year to Date Budget	Variance	Annual Budget	% of Budget Expended	Last Year Actual
Travel & Subsistence										
		4,939	0	4,939	206,479	310,450	-103,971	310,450	67	163,576
		0	0	0	0	0	0	0	-	0
Motor Vehicle Expenses										
		0	0	0	0	0	0	0	-	0
Administration										
86801	Advertising/ Marketing	-	-	-	100	-	100	-	-	320
86802	Insurance	-	-	-	4,341	4,500	-159	4,500	96	4,154
86803	Affiliations	639	-	639	4,663	9,220	-4,557	9,220	51	1,686
		639	0	639	9,104	13,720	-4,616	13,720	66	6,160
Health and Personal Development										
86901	Medical costs/First Aid	-	-	-	2,365	9,000	-6,635	9,000	26	2,536
		0	0	0	2,365	9,000	-6,635	9,000	26	2,536
Professional Development										
86910	Conferences/ Courses/ Seminars	379	-	379	5,380	25,505	-20,125	25,505	21	4,510
		379	0	379	5,380	25,505	-20,125	25,505	21	4,510
Entertainment and Hospitality										
86920	Hospitality	-	-	-	401	1,000	-599	1,000	40	477
86930	Light Refreshments	257	-	257	3,248	4,150	-902	4,150	78	4,042



General Ledger

Operating Statement - Detail
for the period ending 30 November 2025

GL Code	Account Title	Actual	Current Month Budget	Variance	Actual	Year to Date Budget	Variance	Annual Budget	% of Budget Expended	Last Year Actual
257			0	257	3,648	5,150	-1,502	5,150	71	4,519
Trading and Fundraising										
89101	Trading Operations	5,517	-	5,517	121,887	116,000	5,887	116,000	105	127,721
89102	Charities and Collections	-	-	-	1,285	5,000	-3,715	5,000	26	5,445
89103	Donations, Gifts and Awards	2,062	-	2,062	3,171	2,000	1,171	2,000	159	1,226
89104	Fundraising Expenses	-	-	-	20,133	20,000	133	20,000	101	24,057
7,579			0	7,579	146,477	143,000	3,477	143,000	102	158,449
Support/Service										
89204	Service Provider	505	-	505	11,267	27,011	-15,744	27,011	42	29,238
505			0	505	11,267	27,011	-15,744	27,011	42	29,238
Camps/Excursions/Activities										
89302	Camps/ Excursions/ Activities	4,046	-	4,046	100,204	121,700	-21,496	121,700	82	115,728
4,046			0	4,046	100,204	121,700	-21,496	121,700	82	115,728
Internal Transfers										
89360	School to school transfers	-	-	-	5,091	-	5,091	-	-	2,277
89361	School to DET transfers	-	-	-	-	200,000	-200,000	200,000	0	177,249
0			0	0	5,091	200,000	-194,909	200,000	3	179,526
Miscellaneous										
89301	Remunerations	-	-	-	-	-	-	-	-	97
89304	Fees and Charges	-	-	-	9,324	5,000	4,324	5,000	186	5,482
89309	ATO Charges/ Payments	-	-	-	-39	-	-39	-	-	1
89594	School Saving Bonus	-	-	-	50	-	50	-	-	-



Operating Statement - Detail

for the period ending 30 November 2025

GL Code	Account Title	Current Month		Year to Date		Annual Budget	% of Budget Expended	Last Year Actual
		Actual	Variance	Actual	Budget			
		0	0	9,335	5,000	5,000	187	5,580
	Total Operating Expenditure	52,599	0	926,466	1,528,247	1,528,247	61	1,136,729
	Net Operating Surplus/-Deficit	-5,734	0	73,634	-651,239	-651,239		-197,874
	Outstanding Orders:	316						



Operating Statement - Detail
for the period ending 30 November 2025

GL Code	Account Title	Actual	Current Month Budget	Variance	Actual	Year to Date Budget	Variance	Annual Budget	% of Budget Expended	Last Year Actual	
CAPITAL EXPENDITURE											
26205	Computers/IT equip >\$5,000	-	-	-	5,281	-	5,281	-	-	-	
26210	Furniture and Fittings >\$5,000	-	-	-	-	-	-	-	-	-	
26211	Musical Equipment >\$5,000	-	-	-	-	-	-	-	-	-	
26214	Communication Equip>\$5,000	-	-	-	-	-	-	-	-	-	
26215	Plant & Equipment > \$5,000	-	-	-	-	-	-	-	-	-	
26220	Other Assets >\$5,000	-	-	-	11,235	-	11,235	-	-	-	
26503	Min Ld Build Assets<\$50,000	-	-	-	-	-	-	-	-	-	
Total Capital Expenditure		0	0	0	16,517	0	16,517	0	-	0	
Outstanding Orders:											
		0									
ASSET WRITE-DOWNS											
89591	Asset Write-Downs	-	-	-	-	-	-	-	-	-	
	Asset Sale Proceeds	-	-	-	-	-	-	-	-	-	
Total Asset Write-Downs		0	-	0	0	-	0	-	-	-	
PRIOR YEAR ADJUSTMENTS											
Total Prior Year Adjustments		0	0	0	0	0	0	0	-	0	



Operating Statement - Detail

for the period ending 30 November 2025

We certify that this report is a true and fair representation of the school's financial performance for the specified period.

School Principal	<u>ER Ugar</u>	Date	<u>8-12-25</u>
School Council President	<u>Neil VL</u>	Date	<u>3/12/25</u>



0467 New Gisborne Primary School

New or Modified Creditor's Direct Deposit

Month of the year: 11

Date/Time	User ID	Action Taken	BSB	A/C Number	Account Name
BLACKFORES	Black Forest Printing - Glenn Sykes				
17/11/2025 02:01 PM	09764226	INSERT	083004	977102086	Black Forest Printing - Glenn Sykes
CASTLEMAIN	Castlemaine Secondary College				
25/11/2025 04:10 PM	09764226	INSERT	313140	12028220	Castlemaine Secondary College
EATMEEIT	Eat Me! Edible Images & Treats				
6/11/2025 11:38 AM	09764226	INSERT	633000	177484896	Eat Me! Edible Images & Treats
ECOTON	ECOTON				
19/11/2025 09:59 AM	09764226	INSERT	N/A	N/A	N/A
ELGAS	Elgas Ltd				
6/11/2025 11:43 AM	09764226	MODIFY BEFORE AFTER	032195 032195	116084 116084	Elgas Ltd Elgas Ltd
KIERNANA	Amanda Kiernan				
25/11/2025 03:53 PM	09764226	MODIFY BEFORE AFTER	704191 484799	240318792 169242694	Amanda Kiernan R & A Kiernan
OMNITECH	Omnitech Playgrounds				
19/11/2025 10:54 AM	09764226	INSERT	083237	419015172	Omnitech Playgrounds
PHORMES	Phormes Literacy				
19/11/2025 11:04 AM	09764226	INSERT	063254	10567216	Phormes Literacy
SCIENCEDIS	Science Discovery Dome				
26/11/2025 02:22 PM	09764226	MODIFY BEFORE AFTER	303614 067873	0110987 16104676	Science Discovery Dome Science Discovery Dome



0467:New Gisborne Primary School

New or Modified Creditor's Direct Deposit

Month of the year: 11

Date/Time	User ID	Action Taken	BSB	A/C Number	Account Name
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Please retain for audit purposes.

We certify that this report is a true and correct representation of the school's Creditor's Direct Deposit details for the specified period.

School Principal

SC West

Date

8-12-25

School Council President

Nil

Date

3/12/2025

2026 Annual Budget - DRAFT

		1070	1271	1301	4001	4050	4051	4101	4150	4200
	Totals	Learning Enhancement	Kitchen Garden	ICT	Visual Arts	Performing Arts	Artist in School	English	Literacy Support	Health & PE
Financial Commitments - not entered into C21	\$3,000	\$2,000								
Total Estimated Commitments	\$3,000	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total of all Bank Accounts	\$800,000									
Family Receipts for next years charges	\$0									
Unallocated CSEF receipts & families in credit	\$75,000									
Accounts Payable Control	\$15,000									
Prepaid Expenses	\$0									
Total Estimated Brought forward	\$710,000									
Estimated New Revenue										
	NEW Revenue									
SRP Cash Funding	\$655,223									
Long Term Leave Premium (negative figure)	(\$96,188)									
SRP Deficit Recovery (negative figure)	(\$400,000)									
Credit to Cash	\$0									
Cash to Credit (negative figure)	\$0									
Short Term Leave Reimbursements	\$25,000									
70001 Cash Funding (includes STLR)	\$184,035	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
70004 Conveyance Allowance	\$3,700									
70007 CSEF	\$4,500									
73002 Interest Received	\$20,000									
74101 Fundraising Activities	\$30,000									
74102 Donations	\$1,700	\$1,500	\$200							
74103 Commission	\$1,500									
74201 Hire of School Facilities / Equipment	\$4,500									
74301 Camps / Excursions / Activities	\$112,000									
74402 Trading Operations	\$156,000									
74403 Charities and Collections	\$3,000									
74408 Curriculum Contributions	\$35,000									
74409 Extra-Curricular Items and Activities	\$10,000					\$10,000				
74410 Other Contributions	\$12,000									
74411 Other Locally Raised Funds	\$60,000									
Total Estimated Revenue (NEW)	\$637,935	\$1,500	\$200	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0
Total Estimated Funds	\$1,347,935									
Proposed Expenditure Current Year										
80052 Non-Teaching Staff	\$90,000			\$25,000						
80060 Work Experience	\$300									
80071 Casual Relief Teaching Staff	\$190,000									
80080 Superannuation	\$25,450			\$2,750						
80081 WorkCover	\$4,000									
82801 Bank Charges	\$3,000									
86101 Non Curriculum Consumables	\$9,250					\$100		\$300	\$50	
86102 Photocopying	\$15,000									
86104 Curriculum Consumables	\$73,000	\$1,750	\$2,000		\$5,250	\$4,500		\$1,250	\$700	\$3,750
86105 Computer Applications <\$5,000	\$31,251			\$5,000	\$1,000			\$8,500		\$300
86201 Library Books	\$4,600									
86301 Postage	\$500									
86302 Telephone	\$5,200									
86303 Internet/Comm Costs <\$5,000	\$26,000			\$25,000						
86401 Furniture and Fittings <\$5,000	\$2,900		\$1,000							
86402 Repairs/Maint Equipment	\$9,300			\$3,000	\$300					
86403 Leased Equipment	\$5,800									
86404 Technology Equipment <\$5,000	\$25,000			\$25,000						
86409 Hired Equipment	\$7,100					\$6,100				
86452 Electricity	\$20,000									
86454 Gas - LPG	\$20,000									
86455 Water Incl Water Rates	\$4,000									
86500 Security/Safety/Fire Prevention	\$9,200									
86501 Sanitation	\$14,000									
86502 Contract Cleaning	\$103,500									
86503 Refuse and Garbage	\$12,000									
86504 Building Works	\$25,000									
86505 Ground Works	\$81,750									\$250
86506 Insurance	\$4,500									
86507 Affiliations	\$5,220	\$1,200								\$1,100
86901 Medical Costs	\$9,000									
86910 Conferences / Courses / Seminars	\$25,505	\$1,305			\$600					\$700
86920 Hospitality	\$1,000									
86930 Light Refreshments	\$4,150									\$50
89101 Trading Operations	\$126,000									
89102 Charities and Collections	\$3,000									
89103 Donations, Gifts and Awards	\$3,000									
89104 Fundraising Expenses	\$20,000									
89204 Service Provider	\$27,011			\$5,120			\$3,500			
89302 Camps / Excursions / Activities	\$129,300									
89304 Fees & Charges	\$10,000									
Sub-total Recurrent Expenditure	\$1,148,387	\$4,255	\$3,000	\$90,870	\$7,150	\$10,700	\$3,500	\$10,050	\$750	\$6,150
Total Proposed Expenditure Current Year	\$1,148,387	\$4,255	\$3,000	\$90,870	\$7,150	\$10,700	\$3,500	\$10,050	\$750	\$6,150
Funds Held future years (not entered into C21)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Summary

Funds brought forward	\$710,000
Total Estimated Revenue (current year)	\$637,935
Total Proposed Expenditure (current year)	\$1,148,387
Total Funds Held (future years)	\$0
Recommended Operating Reserve	\$138,734
BALANCE	\$60,814

This amount is the cash held OVER the recommended operating reserve

2026 Annual Budget - DRAFT

		4209	4320	4400	4801	4920-6	5101	5201	5250	5501
	Totals	Swimming In Schools	LOTE Indonesian	Maths	Library	Curriculum Requisites	Inclusive Education	Student Welfare	Junior School Council	Employee Health
Financial Commitments - not entered into C21	\$3,000									
Total Estimated Commitments	\$3,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total of all Bank Accounts	\$800,000									
Family Receipts for next years charges	\$0									
Unallocated CSEF receipts & families in credit	\$75,000									
Accounts Payable Control	\$15,000									
Prepaid Expenses	\$0									
Total Estimated Brought forward	\$710,000									
Estimated New Revenue										
	NEW Revenue									
SRP Cash Funding	\$655,223									
Long Term Leave Premium (negative figure)	(\$96,188)									
SRP Deficit Recovery (negative figure)	(\$400,000)									
Credit to Cash	\$0									
Cash to Credit (negative figure)	\$0									
Short Term Leave Reimbursements	\$25,000									
70001 Cash Funding (includes STLR)	\$184,035		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
70004 Conveyance Allowance	\$3,700									
70007 CSEF	\$4,500									
73002 Interest Received	\$20,000									
74101 Fundraising Activities	\$30,000									
74102 Donations	\$1,700									
74103 Commission	\$1,500									
74201 Hire of School Facilities / Equipment	\$4,500									
74301 Camps / Excursions / Activities	\$112,000									
74402 Trading Operations	\$156,000									
74403 Charities and Collections	\$3,000								\$3,000	
74408 Curriculum Contributions	\$35,000									
74409 Extra-Curricular Items and Activities	\$10,000									
74410 Other Contributions	\$12,000									
74580 Other Locally Raised Funds	\$60,000									
Total Estimated Revenue (NEW)	\$637,935	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0
Total Estimated Funds	\$1,347,935									
Proposed Expenditure Current Year										
80052 Non-Teaching Staff	\$90,000						\$30,000			
80060 Work Experience	\$300							\$300		
80071 Casual Relief Teaching Staff	\$150,000									
80080 Superannuation	\$28,450						\$3,600			
80081 WorkCover	\$4,000									
82801 Bank Charges	\$3,000									
86101 Non Curriculum Consumables	\$9,250			\$1,000	\$1,500				\$300	
86102 Photocopying	\$15,000									
86104 Curriculum Consumables	\$73,000		\$3,000	\$4,000	\$500	\$41,500	\$500	\$1,300		
86105 Computer Applications <\$5,000	\$31,251			\$16,451						
86201 Library Books	\$4,600				\$4,600					
86301 Postage	\$500									
86302 Telephone	\$5,200									
86303 Internet/Comm Costs <\$5,000	\$26,000									
86401 Furniture and Fittings <\$5,000	\$2,500									
86402 Repairs/Maint Equipment	\$9,300									
86403 Leased Equipment	\$5,800									
86404 Technology Equipment <\$5,000	\$25,000									
86409 Hired Equipment	\$7,100									
86452 Electricity	\$20,000									
86454 Gas - LPG	\$20,000									
86455 Water Incl Water Rates	\$4,000									
86500 Security/Safety/Fire Prevention	\$9,200									
86501 Sanitation	\$11,000									
86502 Contract Cleaning	\$103,500									
86503 Refuse and Garbage	\$12,000									
86504 Building Works	\$25,000									
86505 Ground Works	\$91,750		\$1,500							
86802 Insurance	\$4,500									
86803 Affiliations	\$9,220		\$120		\$700					
86901 Medical Costs	\$9,000							\$5,000		\$4,000
86910 Conferences / Courses / Seminars	\$25,505		\$400				\$500			
86920 Hospitality	\$1,000									
86930 Light Refreshments	\$4,150									
89101 Trading Operations	\$126,000									
89102 Charities and Collections	\$3,000								\$3,000	
89103 Donations, Gifts and Awards	\$3,000									
89104 Fundraising Expenses	\$20,000									
89204 Service Provider	\$27,011									
89302 Camps / Excursions / Activities	\$129,300	\$17,300								
89304 Fees & Charges	\$10,000									
Sub-total Recurrent Expenditure	\$1,148,387	\$17,300	\$5,020	\$21,451	\$7,300	\$41,500	\$34,600	\$6,600	\$3,300	\$4,000
Total Proposed Expenditure Current Year	\$1,148,387	\$17,300	\$5,020	\$21,451	\$7,300	\$41,500	\$34,600	\$6,600	\$3,300	\$4,000
Funds Held future years (not entered into C21)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Summary										
Funds brought forward	\$710,000									
Total Estimated Revenue (current year)	\$637,935									
Total Proposed Expenditure (current year)	\$1,148,387									
Total Funds Held (future years)	\$0									
Recommended Operating Reserve	\$138,734									
BALANCE	\$60,814									

This amount is the cash held OVER the recommended operating reserve

2026 Annual Budget - DRAFT

		6001	6201	6401	6502	7001	7010	7201	7302	8202
	Totals	Building Services & Utilities	Maintenance & Minor Works	Annual Contracts Essential Safety	Grounds	Administration	Professional Development	Canteen	Uniform Shop	Gymnasium Hire
Financial Commitments - not entered into C21	\$3,000									
Total Estimated Commitments	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total of all Bank Accounts	\$800,000									
Family Receipts for next years charges	\$0									
Unallocated CSEF receipts & families in credit	\$75,000									
Accounts Payable Control	\$15,000									
Prepaid Expenses	\$0									
Total Estimated Brought forward	\$710,000									
Estimated New Revenue										
	NEW Revenue									
SRP Cash Funding	\$655,223									
Long Term Leave Premium (negative figure)	(\$96,188)									
SRP Deficit Recovery (negative figure)	(\$400,000)									
Credit to Cash	\$0									
Cash to Credit (negative figure)	\$0									
Short Term Leave Reimbursements	\$25,000									
70001 Cash Funding (includes STLR)	\$184,035	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
70004 Conveyance Allowance	\$3,700									
70007 CSEF	\$4,500									
73002 Interest Received	\$20,000									
74101 Fundraising Activities	\$30,000									
74102 Donations	\$1,700									
74103 Commission	\$1,500									
74201 Hire of School Facilities / Equipment	\$4,500									\$2,000
74301 Camps / Excursions / Activities	\$112,000									
74402 Trading Operations	\$156,000							\$100,000	\$56,000	
74403 Charities and Collections	\$3,000									
74408 Curriculum Contributions	\$35,000									
74409 Extra-Curricular Items and Activities	\$10,000									
74 Other Contributions	\$12,000									
74 Other Locally Raised Funds	\$60,000									
Total Estimated Revenue (NEW)	\$637,935	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$56,000	\$2,000
Total Estimated Funds	\$1,347,935									
Proposed Expenditure Current Year										
80052 Non-Teaching Staff	\$90,000	\$10,000				\$5,000		\$20,000		
80060 Work Experience	\$300									
80071 Casual Relief Teaching Staff	\$150,000									
80080 Superannuation	\$28,450	\$1,100				\$600		\$2,400		
80081 WorkCover	\$4,000					\$4,000				
82801 Bank Charges	\$3,000					\$3,000				
86101 Non Curriculum Consumables	\$9,280					\$6,000				
86102 Photocopying	\$15,000					\$15,000				
86104 Curriculum Consumables	\$73,000					\$3,000				
86105 Computer Applications <\$5,000	\$31,251									
86201 Library Books	\$4,600									
86301 Postage	\$500					\$500				
86302 Telephone	\$5,200					\$5,200				
86303 Internet/Comm Costs <\$5,000	\$26,000					\$1,000				
86401 Furniture and Fittings <\$5,000	\$2,500					\$1,500				
86402 Repairs/Maint Equipment	\$9,300		\$5,000					\$1,000		
86403 Leased Equipment	\$5,800					\$5,800				
86404 Technology Equipment <\$5,000	\$25,000									
86409 Hired Equipment	\$7,100									
86452 Electricity	\$20,000	\$20,000								
86454 Gas - LPG	\$20,000	\$20,000								
86455 Water incl Water Rates	\$4,000	\$4,000								
86500 Security/Safety/Fire Prevention	\$9,200		\$3,000	\$5,500		\$700				
86501 Sanitation	\$11,000	\$11,000								
86502 Contract Cleaning	\$103,500	\$103,500								
86503 Refuse and Garbage	\$12,000	\$12,000								
86504 Building Works	\$25,000		\$25,000							
86 Ground Works	\$81,750		\$70,000		\$10,000					
86 Insurance	\$4,500					\$4,500				
86b Affiliations	\$9,220					\$5,500		\$600		
86901 Medical Costs	\$9,000									
86910 Conferences / Courses / Seminars	\$25,505					\$2,000	\$20,000			
86920 Hospitality	\$1,000					\$1,000				
86930 Light Refreshments	\$4,150					\$4,100				
89101 Trading Operations	\$126,000							\$70,000	\$56,000	
89102 Charities and Collections	\$3,000									
89103 Donations, Gifts and Awards	\$3,000					\$2,000				
89104 Fundraising Expenses	\$20,000									
89204 Service Provider	\$27,011					\$18,391				
89302 Camps / Excursions / Activities	\$129,300									
89304 Fees & Charges	\$10,000					\$10,000				
Sub-total Recurrent Expenditure	\$1,148,387	\$181,600	\$103,000	\$5,500	\$10,000	\$98,791	\$20,000	\$94,000	\$56,000	\$0
Total Proposed Expenditure Current Year	\$1,148,387	\$181,600	\$103,000	\$5,500	\$10,000	\$98,791	\$20,000	\$94,000	\$56,000	\$0
Funds Held future years (not entered into C21)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Summary

Funds brought forward	\$710,000
Total Estimated Revenue (current year)	\$637,935
Total Proposed Expenditure (current year)	\$1,148,387
Total Funds Held (future years)	\$0
Recommended Operating Reserve	\$138,734
BALANCE	\$60,814

This amount is the cash held OVER the recommended operating reserve

2026 Annual Budget - DRAFT

		8250	8322	8324	8326	8327	8401	8421	8501	8601
	Totals	School Facilities Hire	Year 2 Camp	Year 4 Camp	Year 6 Camp	Somers Camp	Excursions	Sports Activities	School Based Activities	CRT
Financial Commitments - not entered into C21	\$3,000									
Total Estimated Commitments	\$3,000	\$0	\$0	\$0	\$0		\$0		\$0	\$0
Total of all Bank Accounts	\$800,000									
Family Receipts for next years charges	\$0									
Unallocated CSEF receipts & families in credit	\$75,000									
Accounts Payable Control	\$15,000									
Prepaid Expenses	\$0									
Total Estimated Brought forward	\$710,000									
Estimated New Revenue										
	NEW Revenue									
SRP Cash Funding	\$655,223									
Long Term Leave Premium (negative figure)	(\$96,188)									
SRP Deficit Recovery (negative figure)	(\$400,000)									
Credit to Cash	\$0									
Cash to Credit (negative figure)	\$0									
Short Term Leave Reimbursements	\$25,000									
70001 Cash Funding (includes STLR)	\$184,035	\$0	\$0	\$0	\$0		\$0		\$0	\$0
70004 Conveyance Allowance	\$3,700									
70007 CSEF	\$4,500									
73002 Interest Received	\$20,000									
74101 Fundraising Activities	\$30,000									
74102 Donations	\$1,700									
74103 Commission	\$1,500									
74201 Hire of School Facilities / Equipment	\$4,500	\$2,500								
74301 Camps / Excursions / Activities	\$112,000		\$20,000	\$22,000	\$33,000	\$5,000	\$10,000	\$12,000	\$10,000	
74402 Trading Operations	\$156,000									
74403 Charities and Collections	\$3,000									
74408 Curriculum Contributions	\$35,000									
74409 Extra-Curricular Items and Activities	\$10,000									
74410 Other Contributions	\$12,000									
74580 Other Locally Raised Funds	\$60,000									
Total Estimated Revenue (NEW)	\$637,935	\$2,500	\$20,000	\$22,000	\$33,000	\$5,000	\$10,000	\$12,000	\$10,000	\$0
Total Estimated Funds	\$1,347,935									
Proposed Expenditure Current Year										
80052 Non-Teaching Staff	\$90,000									
80060 Work Experience	\$300									
80071 Casual Relief Teaching Staff	\$150,000									\$150,000
80080 Superannuation	\$28,450									\$18,000
80081 WorkCover	\$4,000									
82801 Bank Charges	\$3,000									
86101 Non Curriculum Consumables	\$9,250									
86102 Photocopying	\$15,000									
86104 Curriculum Consumables	\$73,000									
86105 Computer Applications <\$5,000	\$31,251									
86201 Library Books	\$4,600									
86301 Postage	\$500									
86302 Telephone	\$5,200									
86303 Internet/Comm Costs <\$5,000	\$26,000									
86401 Furniture and Fittings <\$5,000	\$2,500									
86402 Repairs/Maint Equipment	\$9,300									
86403 Leased Equipment	\$5,800									
86404 Technology Equipment <\$5,000	\$25,000									
86409 Hired Equipment	\$7,100									
86452 Electricity	\$20,000									
86454 Gas - LPG	\$20,000									
86455 Water incl Water Rates	\$4,000									
86500 Security/Safety/Fire Prevention	\$9,200									
86501 Sanitation	\$11,000									
86502 Contract Cleaning	\$103,500									
86503 Refuse and Garbage	\$12,000									
86504 Building Works	\$25,000									
86505 Ground Works	\$81,750									
86802 Insurance	\$4,500									
86803 Affiliations	\$9,220									
86901 Medical Costs	\$9,000									
86910 Conferences / Courses / Seminars	\$25,505									
86920 Hospitality	\$1,000									
86930 Light Refreshments	\$4,150									
89101 Trading Operations	\$126,000									
89102 Charities and Collections	\$3,000									
89103 Donations, Gifts and Awards	\$3,000									
89104 Fundraising Expenses	\$20,000									
89204 Service Provider	\$27,011									
89302 Camps / Excursions / Activities	\$129,300		\$20,000	\$22,000	\$33,000	\$5,000	\$10,000	\$12,000	\$10,000	
89304 Fees & Charges	\$10,000									
Sub-total Recurrent Expenditure	\$1,148,387	\$0	\$20,000	\$22,000	\$33,000	\$5,000	\$10,000	\$12,000	\$10,000	\$168,000
Total Proposed Expenditure Current Year	\$1,148,387	\$0	\$20,000	\$22,000	\$33,000	\$5,000	\$10,000	\$12,000	\$10,000	\$168,000
Funds Held future years (not entered into C21)	\$0	\$0	\$0	\$0	\$0		\$0		\$0	\$0

Summary

Funds brought forward	\$710,000
Total Estimated Revenue (current year)	\$637,935
Total Proposed Expenditure (current year)	\$1,148,387
Total Funds Held (future years)	\$0
Recommended Operating Reserve	\$138,734
BALANCE	\$60,814

This amount is the cash held OVER the recommended operating reserve

2026 Annual Budget - DRAFT

		8751-60	8850	9499
	Totals	Parents Association	Graduation	Revenue Control
Financial Commitments - not entered into C21	\$3,000	\$1,000		
Total Estimated Commitments	\$3,000	\$1,000	\$0	
Total of all Bank Accounts	\$800,000			
Family Receipts for next years charges	\$0			
Unallocated CSEF receipts & families in credit	\$75,000			
Accounts Payable Control	\$15,000			
Prepaid Expenses	\$0			
Total Estimated Brought forward	\$710,000			
Estimated New Revenue				
	NEW Revenue			
SRP Cash Funding	\$655,223			655,223.00
Long Term Leave Premium <i>(negative figure)</i>	<i>(\$96,188)</i>			<i>96,188.00</i>
SRP Deficit Recovery <i>(negative figure)</i>	<i>(\$400,000)</i>			<i>400,000.00</i>
Credit to Cash	\$0			0.00
Cash to Credit <i>(negative figure)</i>	\$0			0.00
Short Term Leave Reimbursements	\$25,000			25,000.00
70001 Cash Funding (includes STLR)	\$184,035	\$0	\$0	\$184,035
70004 Conveyance Allowance	\$3,700			\$3,700
70007 CSEF	\$4,500			\$4,500
73002 Interest Received	\$20,000			\$20,000
74101 Fundraising Activities	\$30,000	\$30,000		
74102 Donations	\$1,700			
74103 Commission	\$1,500			\$1,500
74201 Hire of School Facilities / Equipment	\$4,500			
74301 Camps / Excursions / Activities	\$112,000			
74402 Trading Operations	\$156,000			
74403 Charities and Collections	\$3,000			
74408 Curriculum Contributions	\$35,000			\$35,000
74409 Extra-Curricular Items and Activities	\$10,000			
74410 Other Contributions	\$12,000			\$12,000
74411 Other Locally Raised Funds	\$60,000			\$60,000
Total Estimated Revenue (NEW)	\$637,935	\$30,000	\$0	\$320,735
Total Estimated Funds	\$1,347,935			

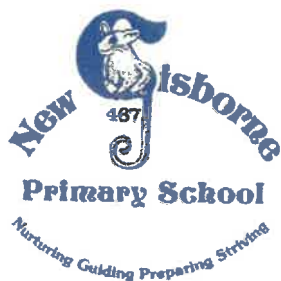
Current deficit figure \$388k as at 08/12/25

Proposed Expenditure Current Year				
80052 Non-Teaching Staff	\$90,000			
80060 Work Experience	\$300			
80071 Casual Relief Teaching Staff	\$150,000			
80080 Superannuation	\$28,490			
80081 WorkCover	\$4,000			
82801 Bank Charges	\$3,000			
86101 Non Curriculum Consumables	\$9,750			
86102 Photocopying	\$15,000			
86104 Curriculum Consumables	\$73,000			
86105 Computer Applications <\$5,000	\$21,751			
86201 Library Books	\$4,600			
86301 Postage	\$500			
86302 Telephone	\$5,200			
86303 Internet/Comm Costs <\$5,000	\$26,000			
86401 Furniture and Fittings <\$5,000	\$2,500			
86402 Repairs/Maint Equipment	\$9,300			
86403 Leased Equipment	\$5,800			
86404 Technology Equipment <\$5,000	\$25,000			
86409 Hired Equipment	\$7,100	\$1,000		
86452 Electricity	\$20,000			
86454 Gas - LPG	\$20,000			
86455 Water Incl Water Rates	\$4,000			
86500 Security/Safety/Fire Prevention	\$9,200			
86501 Sanitation	\$11,000			
86502 Contract Cleaning	\$103,500			
86503 Refuse and Garbage	\$12,000			
86504 Building Works	\$25,000			
86505 Ground Works	\$81,750			
86506 Insurance	\$4,500			
86507 Allocations	\$9,225			
86901 Medical Costs	\$3,000			
86910 Conferences / Courses / Seminars	\$25,505			
86920 Hospitality	\$1,000			
86930 Light Refreshments	\$4,150			
89101 Trading Operations	\$128,000			
89102 Charities and Collections	\$3,000			
89103 Donations, Gifts and Awards	\$3,000	\$1,000		
89104 Fundraising Expenses	\$20,000	\$20,000		
89204 Service Provider	\$27,011			
89302 Camps / Excursions / Activities	\$129,300			
89304 Fees & Charges	\$10,000			
Sub-total Recurrent Expenditure	\$1,148,387	\$22,000	\$0	
Total Proposed Expenditure Current Year	\$1,148,387	\$22,000	\$0	
Funds Held future years (not entered into C21)	\$0	\$0	\$0	

Summary

Funds brought forward	\$710,000
Total Estimated Revenue (current year)	\$637,935
Total Proposed Expenditure (current year)	\$1,148,387
Total Funds Held (future years)	\$0
Recommended Operating Reserve	\$138,734
BALANCE	\$60,814

This amount is the cash held OVER the recommended operating reserve



NEW GISBORNE PRIMARY SCHOOL

239 Station Road, New Gisborne, Vic, 3438

T: 03 5428 2232

E: new.gisborne.ps@education.vic.gov.au

W: www.newgisps.vic.edu.au

ABN: 68 594 851 419

6th February 2026

Dear Families

New Gisborne 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 2026.

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 direct financial contribution, fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to continue to offer enhanced learning opportunities for each and every one of our students.

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

Financial Support for Families

New Gisborne Primary School understands that some families may experience financial difficulty and we offer a range of support options, including:

- CSEF - Camps, Sports and Excursion Fund
- State Schools' Relief
- Flexible payment arrangements
- Attendance at excursions / camps / sports from Student Welfare Funds for those not eligible for CSEF
- Use of 1:1 iPad

If you would like further information, our [Financial Hardship Policy](#) can be found on our website. For a confidential discussion about accessing these services please contact:

Carole Wood, Business Manager

Ph: 03 5428 2232 | Email: Carole.Wood@education.vic.gov.au

Shane West, Principal

Ph: 03 5428 2232 | Email: Shane.West@education.vic.gov.au



NEW GISBORNE PRIMARY SCHOOL

Payment Methods

- Compass
- Qkr!
- BPay
- EFTPOS

Refunds

Schools have the discretion to provide refunds. Refunds will be considered on a case by case basis where it is reasonable and fair (for example, where the school has not incurred a cost). If the school has incurred a cost, the school will act reasonably and take into consideration the Financial Hardship Policy and relevant arrangements, including support for families experiencing hardship. Refunds will be applied to the student's school account, available for future use, unless the student has transferred from the school in which case alternative arrangements will be made with the family.

Yours sincerely

Shane West
Principal

Nial Muecke
School Council President

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.
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SCHOOL PROCESSES



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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Foundation classroom consumables, materials & equipment • General Stationery Pack (\$56) • Visual Art - materials, paints, glues, clay and plaster (\$30) • Physical Education - equipment (\$8) • LOTE - workbooks, materials, ingredients, equipment (\$6) • Science - learning materials, equipment (\$8) • Performing Arts - costuming, props, music equipment, song lyrics (\$20)	\$128
Foundation Online Subscriptions • Seesaw (\$7) • Mathseeds (\$27)	\$34
Foundation Printing and photocopying of worksheets and learning materials	\$23
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$7
First aid equipment	\$8
School grounds maintenance and improvement	\$50
Total Amount	\$250

Educational items for students to own

A list of recommended items for you to purchase for your child to individually own and use can be provided upon request.



Extra-Curricular Items and Activities

New Gisborne 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.

An opportunity to purchase an item or activity for your child, will be provided throughout the school year and may include the following:

Extra-Curricular Items and Activities	Amount (to be advised)
School Photos (individual package choice)	\$
Foundation Intraschool Sports Events	\$ TBA
Foundation Other Excursions / Events	\$ TBA
Total Extra-curricular Items and Activities	\$ TBC

Total

Category	
Curriculum Contributions (suggested \$185)	\$
Other Contributions (suggested \$65)	\$
Extra-Curricular Items and Activities	\$ TBA



NEW GISBORNE PRIMARY SCHOOL

239 Station Road, New Gisborne, Vic, 3438

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W: www.newgisps.vic.edu.au

ABN: 68 594 851 419

6th February 2026

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NEW GISBORNE PRIMARY SCHOOL

Payment Methods

- Compass
- Qkr!
- BPay
- EFTPOS

Refunds

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Yours sincerely

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Nial Muecke
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NEW GISBORNE PRIMARY SCHOOL

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Year 1 classroom consumables, materials & equipment • General Stationery Pack (\$56) • Visual Art - materials, paints, glues, clay and plaster (\$30) • Physical Education - equipment, swimming program (\$8) • LOTE - workbooks, materials, ingredients, equipment (\$6) • Science - learning materials, equipment (\$8) • Performing Arts - costuming, props, music equipment, song lyrics (\$20)	\$128
Year 1 Online Subscriptions • Seesaw (\$7) • Mathletics (\$27)	\$34
Year 1 Printing and photocopying of worksheets and learning materials	\$23
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$7
First aid equipment	\$8
School grounds maintenance and improvement	\$50
Total Amount	\$250

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Extra-Curricular Items and Activities	Amount (to be advised)
School Photos (individual package choice)	\$
Year 1 Intraschool Sports Events	\$ TBA
Year 1 Other Excursions / Events	\$ TBA
Total Extra-curricular Items and Activities	\$ TBC

Total

Category	
Curriculum Contributions (suggested \$185)	\$
Other Contributions (suggested \$65)	\$
Extra-Curricular Items and Activities	\$ TBA



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NEW GISBORNE PRIMARY SCHOOL

Payment Methods

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- Qkr!
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Shane West
Principal

Nial Muecke
School Council President

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW



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Year 2 classroom consumables, materials & equipment • General Stationery Pack (\$56) • Visual Art - materials, paints, glues, clay and plaster (\$30) • Physical Education - equipment, swimming program (\$8) • LOTE - workbooks, materials, ingredients, equipment (\$6) • Science - learning materials, equipment (\$8) • Performing Arts - costuming, props, music equipment, song lyrics (\$20)	\$128
Year 2 Online Subscriptions • Seesaw (\$7) • Mathletics (\$27)	\$34
Year 2 Printing and photocopying of worksheets and learning materials	\$23
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$7
First aid equipment	\$8
School grounds maintenance and improvement	\$50
Total Amount	\$250

Educational items for students to own

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Extra-Curricular Items and Activities

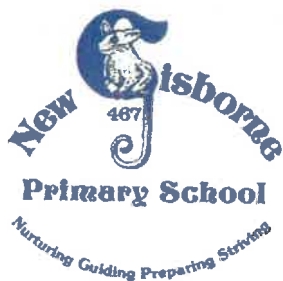
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Extra-Curricular Items and Activities	Amount (to be advised)
School Photos (individual package choice)	\$
Year 2 Intraschool Sports Events	\$ TBA
Year 2 Lady Northcote Camp	\$ TBA
Year 2 Other Excursions / Events	\$ TBA
Total Extra-curricular Items and Activities	\$ TBC

Total

Category	
Curriculum Contributions (suggested \$185)	\$
Other Contributions (suggested \$65)	\$
Extra-Curricular Items and Activities	\$ TBA



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Shane West, Principal

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NEW GISBORNE PRIMARY SCHOOL

Payment Methods

- Compass
- Qkr!
- BPay
- EFTPOS

Refunds

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Yours sincerely

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Principal

Nial Muecke
School Council President

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW



FREE INSTRUCTION

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SCHOOL PROCESSES

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NEW GISBORNE PRIMARY SCHOOL

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Year 3 classroom consumables, materials & equipment • General Stationery Pack (\$56) • Visual Art - materials, paints, glues, clay and plaster (\$30) • Physical Education - equipment (\$8) • LOTE - workbooks, materials, ingredients, equipment (\$6) • Science - learning materials, equipment (\$8) • Performing Arts - costuming, props, music equipment, song lyrics (\$20)	\$128
Year 3 Online Subscriptions • Soundwaves (\$13) • Maths Online (\$22)	\$35
Year 3 Printing and photocopying of worksheets and learning materials	\$22
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$7
First aid equipment	\$8
School grounds maintenance and improvement	\$50
Total Amount	\$250

Educational items for students to own

A list of recommended items for you to purchase for your child to individually own and use can be provided upon request.



Extra-Curricular Items and Activities

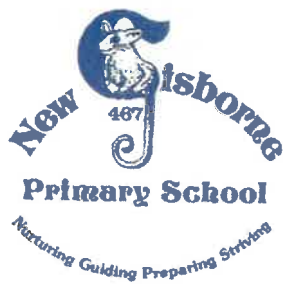
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Extra-Curricular Items and Activities	Amount (to be advised)
School Photos (individual package choice)	\$
Year 3 Interschool Sports Events	\$ TBA
Year 3 Other Excursions / Events	\$ TBA
Total Extra-curricular Items and Activities	\$ TBC

Total

Category	
Curriculum Contributions (suggested \$185)	\$
Other Contributions (suggested \$65)	\$
Extra-Curricular Items and Activities	\$ TBA



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- Qkr!
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ONE PAGE OVERVIEW



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Year 4 classroom consumables, materials & equipment • General Stationery Pack (\$56) • Visual Art - materials, paints, glues, clay and plaster (\$30) • Physical Education - equipment (\$8) • LOTE - workbooks, materials, ingredients, equipment (\$6) • Science - learning materials, equipment (\$8) • Performing Arts - costuming, props, music equipment, song lyrics (\$20)	\$128
Year 4 Online Subscriptions • Soundwaves (\$13) • Maths Online (\$22)	\$35
Year 4 Printing and photocopying of worksheets and learning materials	\$22
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$7
First aid equipment	\$8
School grounds maintenance and improvement	\$50
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Extra-Curricular Items and Activities	Amount (to be advised)
School Photos (individual package choice)	\$
Year 4 Camp Wilkin	\$ 285
Year 4 Other Excursions / Events	\$ TBA
Total Extra-curricular Items and Activities	\$ TBC

Total

Category	
Curriculum Contributions (suggested \$185)	\$
Other Contributions (suggested \$65)	\$
Extra-Curricular Items and Activities	\$ TBA



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Year 5 classroom consumables, materials & equipment • General Stationery Pack (\$56) • Visual Art - skateboard project, skate deck, paints, glues other materials (\$30) • Physical Education - equipment (\$8) • LOTE - workbooks, materials, ingredients, equipment (\$6) • Science - learning materials, equipment (\$8) • Performing Arts - costuming, props, music equipment, song lyrics (\$20)	\$128
Year 5 Online Subscriptions • Soundwaves (\$13) • Mathletics (\$22)	\$35
Year 5 Printing and photocopying of worksheets and learning materials	\$22
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$7
First aid equipment	\$8
School grounds maintenance and improvement	\$50
Total Amount	\$250

Educational items for students to own

A list of recommended items for you to purchase for your child to individually own and use can be provided upon request.



Extra-Curricular Items and Activities

New Gisborne 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.

An opportunity to purchase an item or activity for your child, will be provided throughout the school year and may include the following:

Extra-Curricular Items and Activities	Amount (to be advised)
School Photos (individual package choice)	\$
Year 5 Interschool Sports Events	\$ TBA
Year 5 Other Excursions / Events	\$ TBA
Total Extra-curricular Items and Activities	\$ TBC

Total

Category	
Curriculum Contributions (suggested \$185)	\$
Other Contributions (suggested \$65)	\$
Extra-Curricular Items and Activities	\$ TBA



NEW GISBORNE PRIMARY SCHOOL

239 Station Road, New Gisborne, Vic, 3438

T: 03 5428 2232

E: new.gisborne.ps@education.vic.gov.au

W: www.newgisps.vic.edu.au

ABN: 68 594 851 419

6th February 2026

Dear Families

New Gisborne 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 2026.

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 direct financial contribution, fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to continue to offer enhanced learning opportunities for each and every one of our students.

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

Financial Support for Families

New Gisborne Primary School understands that some families may experience financial difficulty and we offer a range of support options, including:

- CSEF - Camps, Sports and Excursion Fund
- State Schools' Relief
- Flexible payment arrangements
- Attendance at excursions / camps / sports from Student Welfare Funds for those not eligible for CSEF
- Use of 1:1 iPad

If you would like further information, our [Financial Hardship Policy](#) can be found on our website. For a confidential discussion about accessing these services please contact:

Carole Wood, Business Manager

Ph: 03 5428 2232 | Email: Carole.Wood@education.vic.gov.au

Shane West, Principal

Ph: 03 5428 2232 | Email: Shane.West@education.vic.gov.au



NEW GISBORNE PRIMARY SCHOOL

Payment Methods

- Compass
- Qkr!
- BPay
- EFTPOS

Refunds

Schools have the discretion to provide refunds. Refunds will be considered on a case by case basis where it is reasonable and fair (for example, where the school has not incurred a cost). If the school has incurred a cost, the school will act reasonably and take into consideration the Financial Hardship Policy and relevant arrangements, including support for families experiencing hardship. Refunds will be applied to the student's school account, available for future use, unless the student has transferred from the school in which case alternative arrangements will be made with the family.

Yours sincerely

Shane West
Principal

Nial Muecke
School Council President

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.

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Year 6 classroom consumables, materials & equipment • General Stationery Pack (\$56) • Visual Art - clock Project, paints, glues, clay and plaster (\$30) • Physical Education - equipment (\$8) • LOTE - workbooks, materials, ingredients, equipment (\$6) • Science - learning materials, solar vehicle equipment (\$8) • Performing Arts - costuming, props, music equipment, song lyrics (\$20)	\$128
Year 6 Online Subscriptions • Soundwaves (\$13) • Mathletics (\$22)	\$35
Year 6 Printing and photocopying of worksheets and learning materials	\$22
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$7
First aid equipment	\$8
School grounds maintenance and improvement	\$50
Total Amount	\$250

Educational items for students to own

A list of recommended items for you to purchase for your child to individually own and use can be provided upon request.



Extra-Curricular Items and Activities

New Gisborne 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.

An opportunity to purchase an item or activity for your child, will be provided throughout the school year and may include the following:

Extra-Curricular Items and Activities	Amount (to be advised)
School Photos (individual package choice)	\$
Year 6 Interschool Sports Events	\$ TBA
Year 6 Sovereign Hill Camp	\$ 457
Year 6 Other Excursions / Events	\$ TBA
Year 6 Graduation	\$ TBA
Total Extra-curricular Items and Activities	\$ TBC

Total

Category	
Curriculum Contributions (suggested \$185)	\$
Other Contributions (suggested \$65)	\$
Extra-Curricular Items and Activities	\$ TBA

