

14th November 2026

Dear parent/guardian,

Winchelsea Primary is looking forward to another great year of teaching and learning and would like to advise you Winchelsea Primary School has 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 to 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.

Within our school this support has allowed us to financially support learning programs and to maintain and our school's buildings and grounds. Without your curriculum and other voluntary contributions, we would not be able to provide the quality learning programs in a safe and stimulating environment that we take pride in

Winchelsea Primary School is a **non-profit organisation**. The difference between funds provided by the Department of Education through the Student Resource Package and those required for this school to operate to the high standard we expect, leaves a shortfall which our School Council attempts to raise through fundraising, grant applications and the voluntary financial contributions which are detailed in the table below.

We will be using an online purchasing system through Winc for our Book Packs, where you can also pay for any voluntary contributions. Information is attached to this letter showing how to order and we will advise when the Winc portal can be accessed early in Term 4. Book packs will be delivered to school and students will receive their orders on the first day of school in 2026. Families are requested to label all item, of the book packs and return on the second day of school. These items are then stored at school for students to use as necessary throughout the year. Any items not used will be returned or stored for use the following year.

Voluntary contributions can be paid via the Winc portal until the 31st January or at any time during the year to the school office with cash, EFTPOS or credit card.

For further information on the Department's Parent Payment Policy please visit our school's website. We thank you for your financial contribution to the school so we can continue to add value to your child's education.

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

Winchelsea Primary School offers a range of events, excursions 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.

After reviewing this arrangement, we will not be adding the extra-curricular events, excursions, uniforms and activities to the WINC booklist, however you will be able to pay them through

Compass on a pay as you go basis. Payments may also be made anytime in advance, and this will sit on your family account and be allocated once the charge is put on.

Families will be able to access any of their remaining School Saving Bonus which was provided by the Government in 2025 to pay for school camps and excursions. Payments for excursions, events and camps in 2026 are not included in the voluntary financial contributions from families or outlined on the online purchasing system through WINC. Costs to families for these events will be outlined on Compass throughout the year in 2026 as the events and excursions arise. Families will be able to use funds from the School Saving Bonus to assist in paying for school events and excursions.

School photos are ordered and paid for directly to the photography company.

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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Payment plans for Extra-Curricular Items and Activities

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



Nick Keating
Principal

Winc Online Purchasing System Instructions

Please order online at wincschools.com.au

2026 Requirements List for Grades 3 and 4

Your Access Key: 3AQ5U

At Winc we want your child to have a strong start to the new school year, which is why we have worked with your school to make Back to School hassle free.

Ordering made simple.

We've made it quick and easy to order your child's new year requirements. Simply visit wincschools.com.au and follow these four steps.

1. Search for your school, Winchelsea Primary School, Winchelsea, VIC and enter your school access key 3AQ5U if required.
2. Complete the student's details and select Grades 3 and 4.
3. Review your requirements list and make changes if required.

Please note: some list items have been denoted by your school as a prerequisite for the subject or year.

4. Proceed to checkout.

Please note: For home deliveries only, if you have more than one student at the same school, please repeat the above steps.

Once completed, an order confirmation will be sent to your email address.

Deadlines and delivery information.

School collection day:

Free Delivery: Available for orders placed on or before 27th December 2025.

Orders placed by this date will be delivered directly to the school for distribution on the first day of Term 1. Orders submitted after 27th December 2025 will be delivered to a nominated home address, with standard delivery fees and conditions applying.

Home delivery:

\$12.95 delivery: for orders placed after 27th December 2025.

Orders placed by 19th December 2025 are guaranteed for delivery before Term 1, 2026.

Orders placed after this date will be delivered as early as possible, and we will endeavour to deliver before Term 1, 2026.

Please note: Orders under the value of \$60 will incur a delivery fee.

Payment methods accepted



Stationery items for Grade 3 and 4 - 2026

Educational items for students to own

Attached is a list of items that the school recommends you purchase from Winc for your child to individually own and use.

25090944	Teter Mek A3 Visual Art Diary Spiral 110gsm Black Cover 120 Pages	1
25090934	Winc Megaspaces Scrapbook 335x245mm 100gsm Plain 64 Pages	2
25217938	Winc Premium Exercise Book A4 18mm Dotted Thirds Red Margin 70gsm Polypropylene Cover 96 Pages	5
25093455	Winc Premium Exercise Book A4 10mm Grid 70gsm 96 Pages	2
25208960	Kluwell My Home Reading Green Level New Edn 2024	1
25141992	LV Copy Paper A4	1
Note:	Will be delivered in bulk to school	
7248002	Winc Display Book A4 Refillable 20 Pocket Black	1
Note:	Purchase new OR retain from previous year.	
7293402	Winc Display Book A4 Refillable 20 Pocket Clear Front Cover/Black	1
Note:	Purchase new OR retain from previous year.	
25087043	Winc Document Wallet Polypropylene Button A4 Clear	1
Note:	Purchase new OR retain from previous year.	
25189513	Winc Whiteboard Double Sided Lined/blank 230x305mm	1
Note:	Purchase new OR retain from previous year.	
10008059	Faber-Castell Triangular Coloured Pencils Pack 12	1
Note:	Purchase new OR retain from previous year.	
25090966	Faber-Castell Connector Pens Assorted Colours Pack 12	1
18680647	Winc Whiteboard Marker Bullet Tip 1.5-3.0mm Assorted Set 6	1
Note:	Purchase new OR retain from previous year.	
87161434	Highlighter Recycled Chisel Tip 1.0-4.5mm Assorted Colours Pack 6	1
Note:	Purchase new OR retain from previous year.	
73340700	Winc Plastic Ruler 30cm Clear	1
Note:	Purchase new OR retain from previous year.	
87142915	Winc Glue Stick 40g	3
Note:	Purchase new OR retain from previous year.	
27633000	Winc Eraser PVC-Free Standard Office 60 x 21 x 10 mm Each	2
Note:	Purchase new OR retain from previous year.	
25230689	Educational Colors Mini Magnetic Whiteboard Eraser	1
Note:	Purchase new OR retain from previous year.	
10005235	Maped Shaker Pencil Sharpener 2 Hole Assorted Each	1
Note:	Purchase new OR retain from previous year.	
18894989	Westcott Student Antimicrobial Scissors 6 Inch Assorted Colours	1
Note:	Suitable for right and left handed use. Purchase new OR retain from previous year.	
85410901	Winc Facial Tissues 2 Ply 200 Sheets Each	2
18960577	PaperMate Inkjoy Capped Ballpoint Pen Medium 1.0mm Blue Each	2
Note:	Purchase new OR retain from previous year.	
25196289	Staedtler Natural Graphite Pencil HB Card Of 5	1
Note:	Purchase new OR retain from previous year.	

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Classroom consumables, materials & equipment</i> • <i>Technologies</i> • <i>Arts</i> • <i>Performing Arts</i> • <i>Physical Education</i> • <i>Library borrowing/loan system/cataloguing</i>	60.00
Total Voluntary Curriculum Contributions	\$60.00

Other Contributions - for non-curriculum items and activities	Amount
<i>Student support resources</i> <i>Assist with:</i> • <i>First aid supplies and resources (e.g. generic EpiPens, Ventolin, bandages, band-aids, and ice packs.</i> • <i>Student wellbeing resources</i> • <i>Compass subscription required for student attendance, parent communication, event notifications and news items from the school.</i> • <i>Assist with the maintenance, upkeep and supply of technology equipment throughout the school, including the classroom iPads for student use.</i> • <i>Maintenance and upkeep of outdoor spaces.</i> • <i>Staff classroom supplies for teaching and learning</i> <i>(Any amount gratefully accepted)</i>	Increments of \$10.00 to your discretion
Total Other Voluntary Contributions	\$10.00

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.