



**Westburn School**  
Te Kura O Hereora

#### FAMILY DONATION AND ACTIVITIES 2020

Each year our school receives operational funding from the Ministry of Education to cover the basic operation of the school. Unfortunately, the funding does not provide for any major initiatives or development projects, such as new facilities, playground equipment, etc. Funding these initiatives is responsibility of the school and its community.

At the beginning of each term an invoice for activities planned that term and a request for school donations will be emailed to you. Please note: an email will be sent to you for **EACH** child.

The Board of Trustees has set the Family Donation as follows:

- \$50.00 per term for one child at school (\$200 per year)
- \$90.00 per term for two children at school (\$360 per year)
- \$120.00 per term for three or more children at school (\$480 per year)

All items that are considered a take-home item or material, such as homework books, technology projects etc; are considered to be a fee and not a donation. There may also be fees for performances and music lessons etc; which are additional to the curriculum. These items are listed on your account each term. Any fee items unpaid at the end of each year will be carried forward to the following year.

The preferred method of payment is through internet banking. The details are as follows:

Payee: Westburn School  
Bank: ASB  
Student Payment Account: 12-3147-0133186-01

Please note your **child's name** in the reference field.

If you are having difficulty paying your account then please contact us, so we can make suitable payment arrangements.

We are happy to accept small weekly or fortnightly payments to assist with your budgeting. A payment of \$10 per week is more than sufficient to cover most items and any over-payments will be refunded to you. Automatic payment forms are available at the school office if you would like to make payment by this method.

Alternatively payment can be made by EFTPOS, cash or cheque at the office. Please ensure any cash is in a sealed envelope marked with your child's name on it. Summaries of payments for tax purposes are sent home after the end of the financial year.

The school appreciates your continuing support through the full payment of these fees and donations, which allows us to continue offering the varied and rich activities that your children deserve.

Thank you for your continued support.

Shane Zheng  
Chairperson – Board of Trustees

Susan Jennison  
Principal-Tumuaki