

2024 Parent Payment Arrangements for Years 9 and 10

Dear Parent/Guardian

Westall Secondary College is looking forward to another great year of teaching and learning and would like to advise you of the college's voluntary financial contributions for 2024.

Schools provide students with free instruction to fulfil the standard curriculum requirements 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 provisions for our students. We want to thank you for all your support, whether that's through fundraising or volunteering your time. This makes a huge difference to our school and the programs we can offer.

Within Westall Secondary College, your support has allowed us to: -

- Offer a wide range of subjects and special curriculum experiences for our students across all year levels
- Assist with the upgrade of the old International Student Centre to make it structurally compliant for classroom use.
- Upgrade and purchase of additional IT devices for student loans during Covid lockdowns
- Refurbish and maintain the school grounds and facilities to a high standard.

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

Yours sincerely



Tristan Lanarus
Principal



Johnny Balalovski
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p>CURRICULUM CONTRIBUTIONS Items common to all students for 2024 including:</p> <p>Consumables used in classes where students take the products/materials home and activities:</p> <ul style="list-style-type: none"> • Science experimental materials • Humanities and English projects created in the classroom • Ingredients for Food Technology • Art Materials – E.g. paint, special paper, pencils • Online learning platforms and Essential Learning software • Guest speakers • Start-up access for student personal printing account • Printing and photocopying of worksheets and learning materials • Student ID card • Student diary <p>Whole school events (E.g. Athletics Carnival, Swimming Carnival)</p>	\$400
Total Curriculum Contributions	\$400
Other Contributions - for non-curriculum items and activities	Amount
Digital Technology - Compass	\$10
Combination Padlock for school locker	\$20
Total Other Contributions	\$30

Tax deductible contributions	
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. Example \$10, \$30, \$50	\$

Educational items for students to own

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

Please see Middle School Booklist attached to this email

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

Westall Secondary College 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 to deliver the Curriculum.

If you would like to purchase an item or activity for your child, please ensure payment is made to the school by **15 February 2024**.

Extra-Curricular Items and Activities	Amount
Middle School-Social	TBA
Optional Interschool Sport	\$20
Optional Musical Instrument hire (annual cost)	\$100
Optional private music lessons (annual cost)	\$100
Other optional Year 9 and 10 camps, incursions and excursions to be scheduled	
Optional camps and excursions as scheduled throughout 2024. The cost of these activities will be advised throughout the year.	TBA
Total Extra-curricular Items and Activities	\$

Financial Support for Families

Westall Secondary College understands that some families may experience financial difficulty and offers a range of support options, including:

- **The Camps, Sports and Excursions Fund (CSEF)** – Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. Each family receives \$225 per year paid for each eligible secondary school student. Payments are made directly to the school and are linked to the student. If you applied last year, you do not need to re-apply unless your circumstances have changed.

<https://www.education.vic.gov.au/about/programs/Pages/csef.aspx>

- **Payment plans**

For families who elect to pay the Voluntary contributions School Council is offering the following options for payment of the contributions:

- Full amount at the beginning of Term 1, or
- Payment at the beginning of each Term (4 instalments), or
- Half-yearly payment: beginning of Terms 1 and 3 (2 instalments).

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

Alice Paget - Assistant Principal	or	Jason Tickner - Assistant Principal
Year levels 7 to 9		Year levels 10 to 12
Ph: 03 9546 3233		Ph: 03 9546 3233
Email: westall.sc@education.vic.gov.au attention to		
Alice Paget	or	Jason Tickner

Total

Category	Total
Curriculum Contributions	\$ 400
Other Contributions <i>(Non-tax deductible)</i>	\$ 30
<i>(Tax-deductible)</i>	\$
Extra-Curricular Items and Activities	\$
Total	\$

Payment methods

Westall Secondary College offers various payment methods. Families can pay their child's account via Compass (Preferred payment method), BPay, credit card, cash or eftpos. All payments will be receipted into the Department of Education (DoE) approved accounting system in a timely manner. All processes will follow DoE's guidelines and procedures as they apply at that time.

Refunds

There will be occasions when, for whatever reason(s), a student needs to withdraw from an activity after they have made payment to the school for all or part of that activity.

Westall Secondary College must ensure that the provision of services for students, (i.e. excursions/camps/visiting groups/services) do not incur direct costs to the school, nor cause the school to run at a loss. Students withdrawing from an activity will not automatically be entitled to a refund.

- Where the school is charged for the provision of a program or service as a bulk cost and not a 'per head' cost, no refund will be given.
- Where a 'per head' fee is charged, refunds may be given.
- Where there is a combination of a bulk charge and a 'per head' charge in an excursion e.g. visit to a zoo. Bus charge is bulk cost. Entry fee is 'per head' cost. Only the 'per head' component may be refunded.
- Refunds will only be given when requested in writing within 21 days.

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.