

# PARENT PAYMENT POLICY 2024

## YEAR 12



Dear parent/guardian,

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

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 acknowledge our community's support of these initiatives through levy payments in previous years and ask that families continue to support the College through payment of all applicable levy categories described in the schedule attached. This has made a huge difference to our school and the programs we can offer.

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

Yours sincerely,

A handwritten signature in black ink that reads 'Michael Keenan'.

Principal – Michael Keenan

A handwritten signature in black ink that appears to read 'Anthony Baldwin'.

School Council president – Anthony Baldwin

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Student Name: \_\_\_\_\_

Student Cases ID: \_\_\_\_\_ Year Level: \_\_\_\_\_

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum			Amount (Enter amount based on selection)
	Amount	✓	
Year 12 - Class general materials, equipment and subscriptions	\$80		
<b>ELECTIVE SUBJECT</b> – Visual Comm. (per year) – Production equipment, facilities and materials	\$100		
<b>ELECTIVE SUBJECT</b> – Media (per year) – Production equipment, facilities and materials	\$100		
<b>ELECTIVE SUBJECT</b> – Studio Art (per year) – Consumables for Subject: Acrylic paints, graphite pencils, black markers, sketch paper.	\$100		
<b>ELECTIVE SUBJECT</b> – Wood (per year) – Consumables for Subject: Timber, nails, wood glue, dowel, screws	\$170		
<b>ELECTIVE SUBJECT</b> – Food (per semester) - Skills/Recipe Design and Production. Consumables for subject: Pantry staples (flour, sugar, salt, oil), Fresh fruit and vegetables (onions, garlic, carrots, zucchini, capsicum, apples, celery), Frozen goods (pastry, peas and corn), Meat (bacon, salami, ham, chicken), Dairy (butter, cream, milk, cheese, yoghurt), Condiments, Herbs and spices, Canned goods (tomatoes, olives, pineapple), Chocolate, Pasta, Rice, Legumes and eggs.	\$170		
<b>Total Amount – Curriculum Contribution</b>			\$

Other Contributions - for non-curriculum items and activities			Amount (Enter amount based on selection)
	Amount	✓	
School Sports Victoria membership	\$5		
VCE - General Contribution - Compass Software, equipment replacements, grounds improvement, air conditioning	\$145		
Additional Education Support Staff – School Nurse, Grounds, Wellbeing	\$120		
			\$

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Tax deductible contributions			
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure	\$100		\$
<b>Total Amount – Other Contributions</b>			\$

### Extra-Curricular Items and Activities

Maribyrnong 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 order to deliver the Curriculum. These are provided on a user-pays basis.

Please be advised that to maintain your place in the Sports Academy, all families will need to pay for program prior to commencement.

Extra-Curricular Items and Activities	Amount	Purchase
Optional School Magazine	\$15	
Optional Instrumental Music Lessons (Per Year)	\$200	
Optional Instrument Hire (Per Year)	\$200	
Optional Sports Academy – High Performance Program including rehabilitation, physiotherapy and strength and conditioning services and access to specialised equipment	\$400	
Optional Sports Academy – Golf - Annual Medway Golf Club Membership	\$400	
<b>Camps – These will be communicated separately:</b>		
Other optional excursions to be scheduled	TBD	
<b>Total - Extra-curricular Items and Activities</b>		\$

### Educational items for students to own

The College recommends you purchase the school booklist from JP Books for your child to individually own and use. Booklists are provided for each year level in a separate communication via Compass.

<b>Total</b>	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$
<b>Total Payment</b>	\$

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### Financial Support for Families

Maribyrnong 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 Form attached)
- Payment plans available, please contact the school office for details
- State Schools Relief (SSR) for Year 7 students

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

Daniela Ristevska – Business Manager (Finance)

Ph: 03 9091 8100 | Email: [daniela.ristevska@education.vic.gov.au](mailto:daniela.ristevska@education.vic.gov.au)

### Payment Methods

Payment through Compass is preferred. Itemised contributions will appear on your Compass account.

You may make payments by cash, centrepay (for Centrelink card holders), credit card or via BPAY. Flexible payment arrangements are available for families. Please call the office to discuss on 8081 9100.

<b>Credit Card</b>	<i><u>Please fill in the details below and bring this form to the office for processing:</u></i>
	Card Holders Name: _____
	Card Number:    _____ / _____ / _____ / _____
	Expiry Date:     __ __ / __ __

### 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, the policy for Financial Help for Families and any other relevant information.

### School Council Endorsed:

# 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 standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAL.
- 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.