

Point Cook Senior Secondary College

Parent Payment Arrangements 2024



Dear Parent/Guardian,

Point Cook Senior Secondary College is looking forward to another great year of teaching and learning and would like to advise you of Point Cook Senior Secondary College's voluntary financial contributions for 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 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 offer a broad range of pathways for further education and work so that the students have multiple opportunities and life choices as they move forward. At Point Cook Senior, we are proud of the outstanding education we provide, and we believe very strongly that all students deserve every opportunity for success. The financial contributions assist us to provide a wider offering of subjects, purchasing resources and equipment for Science, English, Maths, Humanities, Art, Media, Dance and Physical Education, which in turn, supports them with special curriculum experiences, enhanced ICT and digital learning opportunities and maintenance of our college grounds and facilities.

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, appearing to read 'Shaun Sleep', with a long, flowing tail that loops around.

Shaun Sleep
Acting Principal

A handwritten signature in blue ink, appearing to read 'Efie Moustaklis', with a stylized, cursive script.

Efie Moustaklis
School Council President

Point Cook Senior Secondary College

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Curriculum Contributions

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum. This guide includes Suggested contributions for each subject.

Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives, i.e., Building fund (tax deductible), Grounds, Library, etc.

Vocational Educational Training (VET)

For 2024, the Department will reimburse VET material fees to government schools to address the cost barrier for families. This funding covers the costs of:

- Materials required for training and assessment that are consumed and cannot be recycled.
- Safety items worn or used by the student including safety glasses, hearing protection, gloves, hair nets.
- Workbooks, handouts, photocopying, online learning resources
- Class sets, intended to be returned and retained by the school, such as tools, tool belts, specialist knives, aprons

However, this funding does not cover all costs associated with the facilitation of VET classes. Parents may wish to upgrade the student's tools at their own cost. Further, the payment of the following items is supported by Voluntary Financial Contributions from families.

- Transport costs required for training or assessment
- Safety items retained by the student
- Online registration/subscription fees, platform charges, software
- Tuition fees, registration, and administration fees

Educational items for students to own

College's Enrolment pack will be provided with a list of items that the school recommends you purchase from a *third-party provider* for your child to individually own and use.

- Textbooks – Booklist items via Winc
- Laptops - Bring-your-own-device (BYOD). *Students can view preferred devices on JB HiFi portal and choose should they wish to purchase it via JB HiFi portal or store of your own choice.*
- Online resources – Jacaranda
- Calculator – Winc, Abacus or store of your own choice

Extra-Curricular Items and Activities

Point Cook Senior College offers Student Yearbook and various other activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. These are provided on a user-pays basis.

If you would like to purchase an item or activity for your child, please indicate on the table and return this to the school.

Financial Support for Families

Point Cook Senior understands that some families may experience financial difficulty and may have been unduly impacted by the pandemic. We offer a range of support options, including:

- **CSEF** - The Camps, Sports and Excursions Fund, which provides payments for eligible students to attend camps, sports and excursions.
- **State Schools' Relief** - Access to State Schools' Relief Committee for uniforms/footwear/calculators/textbooks (via Student Welfare Co-ordinators who can provide further information).

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- Local community supports (Saverplus, Grants).
- **Instalment payment arrangements** - The College appreciates that there can sometimes be financial difficulties experienced by parents and guardians in meeting requests for payments and contributions. A range of support options and flexible payment options are available to assist parents and guardians in this regard; an application can be made to the College for a suitable payment arrangement.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements including a payment plan, contact the Business Manager Siddharth Sheopuri or Marta Candido in Student Administration on 03 93959271 or contact us via email at point.cook.senior.sc@education.vic.gov.au

Payment Methods

Payments can be made via BPay, bank transfer, by telephone using credit card, through Compass or in person at the school office. Students can also bring the completed form for payment and pay to admin office by cash, cheque, debit or credit card. If you are eligible, Centrepay Deduction is also available. Please contact the office for more information. We note that all records of financial contributions are confidential.

Refunds

Our school will consider requests for partial or full refunds of payments made by parents on a case-by-case basis taking into account the individual circumstances. Generally, we will not be able to refund payments made for items purchased or costs that have already been paid where those funds have already been transferred to a third party. For example, camp costs when a child becomes unwell and cannot attend in circumstances where the payment has already been made or committed to a third party and no refund is available to the school. Where possible, we will make this clear to parents at the time of payment.

CURRICULUM CONTRIBUTIONS	Year 10, 11 and 12 Annual Amount per STUDENT
Items and activities that students use, or participate in, to access the Curriculum • Science - Classroom consumables, materials & equipment • English - Classroom consumables and materials • Mathematics - Classroom consumables and materials • Humanities - Classroom consumables and materials • Physical Education – Classroom consumables, materials and access to PE/Sports equipment • Art - Classroom consumables and materials • Revision material (Teacher resources) • ICT Devices – provision of devices from shared classroom and basic trouble shooting support for BYOD devices	\$ 255 ☐
• Printing credit added to the Student ID Card	\$ 20 ☐
Student ID/Planner/Engagement/Advisory/Careers Counselling	\$ 60 ☐
TOTAL CONTRIBUTION	\$

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OTHER CONTRIBUTIONS - for non-curriculum items and activities	Amount
Student Combination Lock	\$ 15 ☐
Grounds Maintenance and Improvements	\$ 50 ☐
Library fund	\$ 50 ☐
Science	\$ 20 ☐
Media Resources	\$ 20 ☐
ICT Hardware	\$ 20 ☐
Tax deductible contributions	
Building fund - A <i>Tax-deductible</i> contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$100 ☐
TOTAL CONTRIBUTION	\$

EXTRA-CURRICULAR ITEMS AND ACTIVITIES	Amount (Please tick)
Student Yearbook	\$ 20 ☐
School based (e.g. camps, excursions, incursions, guest speakers, sport carnivals and events)	Pay As You Go
Outside of school hours (e.g. formal, dance, social, graduation, award ceremonies)	Pay As You Go
TOTAL CONTRIBUTION	\$

ITEM	Amount
Curriculum Consumables	\$
Other Contributions	\$
Tax Deductible Contribution	\$
Extra-Curricular Items and Activities	\$
TOTAL CONTRIBUTION	\$

Review and Evaluation

New policy effective 2024

Ratified by:	College Council	Reviewed date:	18/05/2023
Approved by:	Principal	Ratified date:	18/05/2023
		Review cycle:	Yearly

Parent Payments Policy 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.
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- 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.