

16 November 2023

Dear Parent/Guardian,

Springside West 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 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 your support in 2023 has allowed us to:

- Offer a wide range of subjects and special curriculum experiences.
- Bike & Scooter racks
- Surveillance Safety Cameras
- Classroom televisions
- Completion of Oval upgrade and perimeter fencing
- Upgrade and purchase additional IT devices for student loans
- Refurbishment of classrooms
- Additional Lockers and Locker Sheds
- Outdoor seating

Please find below Springside West Secondary College voluntary financial contributions schedule for 2024, which includes an overview of what your contributions will contribute towards.

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

Yours sincerely,



**John Goodman**  
Principal



**Tony Tahche**  
School Council President

## 2024 CONTRIBUTIONS SCHEDULE



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Student ID Card Student Planner Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• Visual &amp; Studio Art Materials</li> <li>• Technology Subjects -                             <ul style="list-style-type: none"> <li>• Food Tech – cooking ingredients</li> <li>• Wood &amp; Metal material</li> <li>• Robotics</li> <li>• Textile materials</li> </ul> </li> <li>• Science – chemicals and equipment</li> <li>• Music – Musical instruments</li> <li>• Drama – costumes, masks, scripts</li> <li>• Health and Physical Education - equipment</li> </ul> ICT Devices – provision of devices from the shared classroom sets Printing and photocopying of worksheets and learning materials Whole school events <ul style="list-style-type: none"> <li>• Athletics carnival - entry and transport</li> </ul>	<b>\$ 270</b>
Other Contributions - for non-curriculum items and activities	Amount
School Sports Victoria membership Student & parent Communication tools - Compass Student wellbeing programs -School counsellors, mental health practitioners Enhanced Student Support – learning support programs, homework club First aid equipment & supplies School buildings & grounds maintenance and enhancement Lockers/Locker maintenance	<b>\$ 50</b>
<b>Total Amount</b>	<b>\$ 320</b>
Tax deductible contributions	Amount
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	<b>\$</b>

## Extra-Curricular Items and Activities

Springside West 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.

No payment is required for these items or activities at this time – permission and payment requests will be sent out to families throughout 2024.

Extra-Curricular Items and Activities
<i>School magazine/ yearbook</i>
<i>School Graduation</i>
<i>Optional school formal</i>
<i>Optional school camps</i>
<i>Optional Interschool Sports program</i>
<i>Optional private music lessons</i>
<i>Other optional excursions to be scheduled</i>

## Financial Support for Families

Springside West 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)
- State School Relief

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Marti Ferraro, Business Manager, 8357 7100 or [martina.ferraro@education.vic.gov.au](mailto:martina.ferraro@education.vic.gov.au)

## 2024 PARENT PAYMENT FORM

Your details		
Student's Name	2024 Year Level	Amount
Curriculum Contributions		\$
Other Contributions		\$
Building Fund Tax Deductible Contributions		\$
	<b>TOTAL</b>	\$

### Payment Methods

- **Bpay** – Contact the office for your BPAY reference number
- **EFTPOS, Cash or Credit Card**
- Telephone the school on 8357-7100 to pay by Credit Card
- Direct Deposit into our bank account through internet banking
- Compass

### Direct Deposit into our bank account through internet banking

Bank Name: Bank Australia  
 Account Name: Springside West Secondary College Council  
 BSB: 313140  
 Account Number: 12140210  
 Reference: Student Name

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

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[www.swsc.vic.edu.au](http://www.swsc.vic.edu.au)

# 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.