Springside West Secondary College 2027

PARENT CONTRIBUTIONS ARRANGEMENTS

Voluntary contributions

If you are the carer of a student in out-of-home care or hold a financially means-tested card (such as a healthcare card), please ignore the invitation to make voluntary contributions.

We encourage any family experiencing financial hardship to contact the school for information about the financial help available for extra-curricular activities like camps and excursions.

Voluntary contributions	Suggested amount – parents can contribute more or less	Amount
Voluntary contributions to enhance our school's range of programs, resources and environment.	$320	$

Tax-deductible voluntary contributions	Suggested amount – parents can contribute more or less	Amount
Voluntary - Building fund: a tax-deductible contribution to support renovations and upgrades of school infrastructure	$50.00	$

Extra-Curricular items and activities -provided on a user pays basis

Springside West Secondary College offers a range of optional items and activities that are additional to the free instruction provided to all students at our school. These activities enhance and or broaden the experience of students and are above and beyond what the school provides to deliver the curriculum.

Accessing these items and activities does require payment, but financial support is available (see further details under Financial Help for Families below).

Examples extra-curricular items and activities include:

- Optional activities, camps, excursions and programs
- School magazine/yearbook
- Class photos
- Optional school formal
- Private music lessons
- Optional interschool sports program
- School graduation

Springside West Secondary College

Booklist items

You can choose to buy learning materials for your child to individually use and own. These items can be bought from any supplier.

Springside West Secondary College has an arrangement with the following supplier for the materials that you can buy: **Campion Education**

If you do not buy these items, your child will still be provided with what they need, however they may not be provided with these items to own, or keep, on an individual basis. If you wish to buy items through the supplier, please go to: **https://campion.com.au/** & use our school code 'PW87'OR our recommended list is now available to view on our school website **https://www.swsc.vic.edu.au/.**

Digital devices

Springside West Secondary College uses digital devices to support learning. You are required to buy or lease a device for your child to own.

You can find information about the digital devices our school recommends, including minimum device specifications, at **https://www.swsc.vic.edu.au/learning/bring-your-own-device/.**

You can also buy a device meeting these specifications from any retailer of your choice.

Financial help for families

Springside West Secondary College understands families can experience financial difficulty. Help is available, including:

- **Camps, Sports and Excursions Fund** – this program provides funding for eligible students, including those in out of home care, and holders of eligible financially means-tested cards (such as health care cards), to attend activities like camps, sporting activities, excursions and incursions that are offered on a user-pays basis.
- **Affordable School Uniforms -** delivered by State Schools Relief, this program helps cover costs such as school uniforms, shoes, and other essential school items where families are experiencing financial hardship or short-term crisis.
- Payment plans for Extra-Curricular Items and Activities

Applications for support from the Camps, Sports and Excursions Fund and State Schools Relief are submitted by the school - please contact us to discuss these and other financial help.

Springside West Secondary College

Springside West Secondary College Financial Support Options

At Springside West Secondary College (SWSC), we are committed to ensuring families receive financial support when needed.

We have policies and processes in place to identify students and families experiencing financial hardship. Staff are encouraged to raise concerns with the Business Manager for review and appropriate follow-up.

- ***Case-by-case support:*** *We respond to each family's circumstances individually, providing appropriate, achievable and family-centred support.*
- ***Respect, dignity and confidentiality:*** *Families experiencing financial hardship are treated with respect and sensitivity, with their personal circumstances handled confidentially and their dignity maintained.*
- ***Access to support:*** *Families experiencing financial difficulties can speak with Coordinators, Leading Teachers or members of the Principal and Administration teams. Concerns are then referred to the Business Manager for review.*

We are committed to ensuring students continue to access the curriculum and receive the support they need, regardless of their family's financial circumstances. Financial assistance is considered based on individual needs and circumstances.

At SWSC, we recognise that every family's situation is different. Our priority is to work respectfully and sensitively with families to provide appropriate support and ensure students can fully participate in their learning.

For a confidential discussion about how to access financial help, please contact:

Kylie Staropoli

Business Manger
Ph:03 8357-7100 | Email: kylie.staropoli@education.vic.gov.au

Payment methods

If you want to make voluntary contributions throughout the year, you can decide when to make each contribution and choose the amount of each contribution.

- BPAY-Contact the office for your BPAY reference number
- EFTPOS, Cash or Credit Card
- Telephone the school office on 03 8357-7100 to pay via credit card
- Direct Deposit into the school bank account via internet banking (details below)
- Compass

Springside West Secondary College Banking Details

Bank Name:	Westpac
Account Name:	Springside West Secondary College
BSB:	033505
Account Number:	212720
Reference:	Student Name

Payment Plans for Extra Curricular Items

Payment plans are made on an individual basis, please contact the office to organise a payment plan.

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 of Education's Parent Contributions policy and guidance, Financial Help for Families policy, and any other relevant information.

Parent Contributions policy

Information for families

FREE INSTRUCTION

Schools give students free instruction in the curriculum. This includes:

- Free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.
- The Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major, and the Victorian Pathways Certificate.
- Free access to all subjects, including elective subjects.
- Free access to select-entry and accelerated programs.

FAMILIES CAN CHOOSE TO CONTRIBUTE

Schools can invite 2 types of voluntary contributions:

Voluntary contributions	Tax deductible contributions
Used towards enhanced educational programs and school environment, and additional resources and opportunities offered by schools	Used towards building and/or library fund (for those schools who have such funds)

Schools must advise the carers of students in out-of-home care and parents and carers who hold a financially means-tested card (such as a healthcare card) that the invitation to make voluntary contributions does not apply to them.

In addition, schools can invite parents and carers to pay for optional:

- Extra-curricular items and activities that go beyond the curriculum - for example, school photos, some excursions and some camps.
- Learning materials for students to individually use and own - for example, textbooks, stationery, and in secondary schools only, digital devices. If these items are not bought or provided from home, schools will provide students with free access to what they need for curriculum delivery.

FINANCIAL HELP FOR FAMILIES

Each school has a contact person who can discuss with parents and carers the financial supports that are available.

Schools must publish their Parent Contributions arrangements on their school website, along with a link to the department's Parent Contributions policy.