

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

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount Please enter
Year 7 Student ID Card	\$5 \$ _____
Year 7 BSEM Diary	\$10.50 \$ _____
<b>Year 7 Classroom Consumables, materials &amp; equipment (refer to your timetable)</b> <ul style="list-style-type: none"> <li>• General Classroom – materials for English, Mathematics, Science, Language, Health &amp; PE \$70 \$ _____</li> <li>• Art – paint, crayons, canvas, pencils, oil pastels, coloured paper etc \$25 \$ _____</li> <li>• Food Tech – ingredients of food practical classes – cakes, pastries etc \$25 \$ _____</li> <li>• Metals &amp; Plastics – metal, brackets, rivets, glue, soldering wire \$25 \$ _____</li> <li>• Textiles – fabrics, threads, pattern drafting paper \$25 \$ _____</li> <li>• Wood &amp; Electronics – timber, nails, screws, glue, electronic components \$25 \$ _____</li> <li>• Visual Communication – paper, pencils, fine liners, portfolio materials \$25 \$ _____</li> </ul>	
<b>Year 7 Enrichment Classroom Consumables, materials &amp; equipment</b> <ul style="list-style-type: none"> <li>• Art – art supplies (paints, crayons, paper, glue, pencils, oil pastels) - \$20</li> <li>• Drama – excursion fee - \$10</li> <li>• Music – scores &amp; music sheets - \$50</li> <li>• Sport – excursion fee – \$20</li> <li>• Technology – materials for rubber band car, phone holder, game – \$35</li> <li>• Digital Technology – Access to online subscription (Grok Learning) – \$35</li> </ul>	\$ _____ select one only
<b>Year 7 Online Subscriptions</b> <ul style="list-style-type: none"> <li>• Education Perfect – All students will have access to this program \$40</li> </ul>	\$ _____
<b>Year 7 Printing and photocopying</b> <ul style="list-style-type: none"> <li>• workbooks, worksheets and learning materials \$35</li> </ul>	\$ _____
*Technology projects may differ slightly to those listed above	
<b>Total Amount (please transfer to summary of total section on page 3)</b>	<b>\$ _____</b>

Other Contributions - for non-curriculum items and activities		Amount
Combination Lock	\$12.50	\$_____
Student wellbeing programs – Health & Wellbeing Incursion	\$10	\$_____
College Computer Program Network	(suggested amount \$50)	\$_____
Chaplaincy Program	(suggested amount \$10)	\$_____
Tax deductible contributions		
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	(suggested amount \$30)	\$_____
<b>Music Library fund.</b> A tax-deductible contribution to support the music program to purchase and maintain valuable resources.	(suggested amount \$20)	\$_____
<b>Total Amount</b> (please transfer to summary of total section on page 3)		\$_____

### Extra-Curricular Items and Activities

Castlemaine 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**.

If you would like to purchase any items or activities for your child, please indicate on the table below and return this to the school at your earliest convenience.

Extra-Curricular Items and Activities	Amount	Purchase
School Magazine/Yearbook	\$25	\$_____
Optional Year 7 school camp Approximate cost of camp \$330 – full payment required 1 week prior to departure	Refer to individual camp permission notice. To be handed out	
Optional Music Lessons • Lessons offered as Group, Pairs or Individual	Refer to Music Tuition enrolment form for payment requirements	
Optional School Music Camp Approximate cost of camp \$420 – full payment required 1 week prior to departure	Refer to individual camp permission notice.	
Other optional camps/activities/sporting events will be decided throughout the year and can be paid on a user pays basis	Refer to individual activity/event permission notes as handed out throughout the year	
<b>Total Extra-curricular Items &amp; Activities</b> (please transfer to summary of total section)		\$_____

## Summary of Total

Category	Amount
Curriculum Contributions	\$ _____
Other Contributions	\$ _____
Extra-Curricular Items and Activities	\$ _____
<b>Total Amount Payable</b>	\$ _____

## Educational items for students to own

Below is a list of items that the school recommends you purchase from retailers for your child/children to individually own and use

- Booklist – text book & stationery - Castlemaine Office Supplies or retailer of your choice
- Laptop – Learning with Technologies (see CSC website) or retailer of your choice
- Calculator – Abacus Calculators (order form enclosed) or retailer of your choice

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund for eligible families
- Individual Payment plans – via direct debit, BPay or Centrepay Deductions

Payment Options			
<b>Cash/Cheque</b> Please make cheques payable to Castlemaine Secondary College		<input type="checkbox"/>	
<b>BPay</b> Biller Code: 87361 BPay Reference: Please refer to your individual statement or contact reception for your reference number		<input type="checkbox"/>	
<b>Bank Transfer</b> BSB: 313-140 Account Number: 1202 8220 Reference: Please use your child's name as a reference for your payment		<input type="checkbox"/>	
<b>Financial Assistance</b> For a confidential discussion about accessing these services, or if you would to discuss alternative payment arrangements please contact Karen Burton, Family Finance Manager on 54791111 or email <a href="mailto:karen.burton@education.vic.gov.au">karen.burton@education.vic.gov.au</a>		<input type="checkbox"/>	
<b>Refunds</b> 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			

# 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.