

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

Curriculum Contributions - items & activities that students use, or participate in, to access the Curriculum	Amount please enter	
Year 12 Student ID Card	\$5	\$ _____
<b>Year 12 Classroom Consumables, materials &amp; equipment (refer to your timetable)</b> <ul style="list-style-type: none"> <li>• <b>General Classroom</b> - materials for English, Mathematics, Science, Language &amp; Health \$45 \$ _____</li> <li>• <b>Art Creative Practice Units 3 &amp; 4</b> - materials &amp; canvas to cover drawings, paintings, dry point print \$110 \$ _____</li> <li>• <b>Art Making &amp; Exhibiting: Photography Unit 3 &amp; 4-</b> materials &amp; chemicals for processing – photographic prints \$125 \$ _____</li> <li>• <b>Biology Units 3 &amp; 4</b> - practice exam paper \$7 \$ _____</li> <li>• <b>Chemistry Units 3 &amp; 4</b> – practice exam paper \$7 \$ _____</li> <li>• <b>Drama Units 3 &amp; 4</b> - excursion fee, stationery &amp; materials, including lighting gel make up and drama solo texts \$20 \$ _____</li> <li>• <b>FLO Foods</b> – stationery items, recipe book &amp; ingredients for breakfasts, cooking/market projects \$100 \$ _____</li> <li>• <b>Maths (all streams) Units 3 &amp; 4</b> - practice exam paper \$7 \$ _____</li> <li>• <b>Media Studies Units 3 &amp; 4</b> -materials to cover short video productions, practice exam, ATOM SAC kit \$65 \$ _____</li> <li>• <b>Music Contemporary Performance</b> – materials include texts and scores \$60 \$ _____</li> <li>• <b>Music Inquiry Units 3 &amp; 4</b> – materials include scores &amp; music for classroom ensembles \$60 \$ _____</li> <li>• <b>Music Repertoire Performance</b> – sheet music, picks, strings \$60 \$ _____</li> <li>• <b>Outdoor Environmental Studies Units 3 &amp; 4</b> – excurs fees, prac exam &amp; SAC \$40 \$ _____</li> <li>• <b>Physical Education Units 3 &amp; 4</b> - excursion Fee \$20 \$ _____</li> <li>• <b>Physics Units 3 &amp; 4</b> - practice exam paper \$7 \$ _____</li> <li>• <b>Psychology Units 3 &amp; 4</b> - practice exam paper \$7 \$ _____</li> <li>• <b>VCE VM &amp; VPC</b> - stationery, materials for projects, ingredients for cooking \$100 \$ _____</li> <li>• <b>Visual Communication/Design</b> - stationery items including specialised items for student portfolios, practice exams, Photoshop/Illustrator workshops \$35 \$ _____</li> </ul> <p style="text-align: center; font-size: small;">*Technology projects may differ slightly to those listed</p>		
<b>Year 12 Online Subscriptions</b> <ul style="list-style-type: none"> <li>• Edrolo – Year 12 Maths Specialist \$44</li> <li>• Education Perfect – VCE VM/VPC or FLO \$30</li> </ul>		\$ _____ select relevant item/s
Year 12 Printing and photocopying - workbooks, worksheets and learning materials	\$35	\$ _____
Digital Technologies – provision of devices, software, and system support	\$75	\$ _____
<b>Total Curriculum Contributions (please transfer total to summary of total section on page 3)</b>		<b>\$ _____</b>

Other Contributions - for non-curriculum items and activities		Amount
Combination Lock	\$18	\$ _____
Student wellbeing programs – Health & Wellbeing Incursion	\$10	\$ _____
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 Other Contributions (please transfer to summary of total section on page 3)</b>		<b>\$ _____</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

### Extra-Curricular Items and Activities - provided on a **user-pays basis**

Castlemaine Secondary College offers a range of optional 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.

Extra-Curricular Items and Activities	Amount	Purchase
School Magazine/Yearbook	\$35	\$ _____
Optional Music Lessons – <i>Tuition fees must be paid prior to lessons commencing, either term by term or full year</i> <ul style="list-style-type: none"> <li>• Lessons offered as Group, Pairs or Individual</li> </ul>	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	
Year 12 Graduation Dinner - \$60 per ticket	Tickets available to purchase closer to event	
<b>Total Extra-curricular Items &amp; Activities (please transfer to summary of total section below)</b>		<b>\$ _____</b>

## 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

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 [karen.burton@education.vic.gov.au](mailto:karen.burton@education.vic.gov.au)

## Summary of Total

Category	Amount
Curriculum Contributions	\$ _____
Other Contributions	<i>(Non-tax deductible)</i> \$ _____
	<i>(Tax deductible)</i> \$ _____
Extra-Curricular Items and Activities	\$ _____
<b>Total</b>	\$ _____

Payment Methods	
<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 Please advise the College of your payment via email, <a href="mailto:castlemaine.sc@education.vic.gov.au">castlemaine.sc@education.vic.gov.au</a>	<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 Please advise the College of your payment via email, <a href="mailto:castlemaine.sc@education.vic.gov.au">castlemaine.sc@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 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.