

**Carrum Downs Secondary College**

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Dear parent/guardian,

Carrum Downs Secondary College is looking forward to another great year of teaching and learning and would like to advise you of our college's voluntary financial contributions for 2024.

As you are aware, schools provide students with free instruction to deliver the standard Victorian curriculum and we want to assure you that all contributions are voluntary. All **Extra-curricular** items and activities are provided on a user-pays basis.

Ongoing and continued support from our families regarding financial contributions to our college has ensured that our school can go above and beyond offering a standard curriculum program and allow our students to have a wide choice of subjects to pursue their chosen pathways.

Our suggested voluntary contributions amounts remain at a low rate, and you are welcome to increase or reduce the amount you choose to pay. Any extra funding that we receive through your contributions enables us to provide the best possible opportunities for our students.

The voluntary contributions suggested for high-cost materials in some subjects (food, timber, art resources) your student is undertaking will show in Compass finance. Contributions you choose to make will be greatly appreciated and will enable us to continue to offer these subjects in the future.

We continue to invest in our college facilities, in our staff and our students. We truly believe our students deserve the best possible opportunity to thrive and pursue their wide range of passions in state-of-the-art facilities as they move through our college and onto the next chapter of their lives.

Our STEAM building is close to completion and will be in operation in 2024. Your voluntary contributions for STEAM centre equipment and Information technology will assist us to commence outfitting this building with 3D printers and laser cutters. Contributions of \$12,800.00 in 2023 will be used towards the purchase of a laser cutter. Your voluntary contributions will allow us to keep moving forward in this space and ensure that our students do not fall behind in necessary skills of the future.

Carrum Downs Secondary College is an inclusive school where every child is supported and provided for. Your continued support allows us to create this environment in our college.

For further information on the Department's Parent Payments Policy please refer to our college website under college payments.

Yours sincerely,



Michael Melfi  
Acting College Principal



Jeremy Dart  
School Council President

## Year 10 - 2024

### Curriculum Contributions

Items and activities that students use, or participate in, to access the curriculum

Cost			Total
Classroom consumables, materials & equipment	<i>Paper, cardboard, chemicals, additional curriculum resources, specialized equipment for science and physical education</i>	\$150.00	
	<b><i>(Following curriculum contributions if selected as an elective)</i></b> <i>Wood Technology - high quality timber, screws, nails etc.</i>	\$100.00	
	<i>Food Technology - Flour, sugar, eggs, meat, seasonings etc</i>	\$100.00	
	<i>Art supplies – high quality supplies including paper, cardboard, paint, charcoal, copic markers etc.</i>	\$ 50.00	
Year 10 online subscriptions – all subjects	<i>Education Perfect program (cost subsidised by the college)</i>		\$50.00

### 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 in order to deliver the curriculum. These are provided on a user-pays basis.

Carnivals and Interschool Sport	<p><b><i>All students are encouraged to attend our swimming and athletics carnival to either participate or support their house, novelty events are also an option for participation.</i></b></p> <p><i>Charge includes:</i></p> <ul style="list-style-type: none"> <li>• <i>Bus transport costs to and from whole school swimming and sports carnivals</i></li> <li>• <i>Swimming pool entry</i></li> <li>• <i>Athletics field hire cost</i></li> <li>• <i>Transport to school sports competitions and competition entry costs,</i></li> <li>• <i>provision of college representative sports uniforms</i></li> <li>• <i>Whole school cross country refreshments</i></li> </ul> <p><b><i>CSEF money can be used for this charge</i></b></p>	\$60.00
Combination Lock	<i>All students are required to have a lock on their lockers</i>	\$25.00
Instrumental Music	<i>Includes cost of annual small group lessons, hire of instrument, music and some consumables. Music lessons are available for voice, piano, woodwind and brass instruments, strings, guitar and percussion.</i>	\$300.00
Printed Yearbook	<i>The college yearbook is available for purchase at the end of each year.</i>	\$20.00
Outdoor Education	<p><i>Excursion and camp costs (If selected as elective)</i></p> <p><b><i>CSEF money can be used for this charge</i></b></p>	\$380.00

Other Contributions – for non curricular items and activities		
Student wellbeing programs	<i>Incursions supporting students well being and wise decision making</i>	\$20.00
STEAM centre equipment	<i>Contribution towards additional equipment and resources for our STEAM building being constructed enabling your student to be exposed to industry practices.</i>	\$70.00
Information Technology	<i>Contribution to software programs (Computer software programs including compass, utilised by parents, students and teachers annual cost to the College greater than \$50,000.00 p.a.)</i>	\$30.00

### Educational items for students to own

Details on how to access the year level booklist from the college website or Campion Education's website will be provided. Stationery items on the booklist can be purchased from Campion or other suppliers you may choose to source these items from.

There is a facebook page Carrum Downs Secondary College Textbook / Uniform Buy and Sell run by parents where second hand items can be purchased.

### Financial Support for Families

Carrum Downs Secondary College understands that some families may experience financial difficulty.

The Camps, Sports and Excursions Fund, CSEF, payment \$225.00 is available to all families with a Health care card or Pension card, application form included with this letter.

For a confidential discussion about support for textbooks, uniform or laptop computers, or if you would like to discuss alternative payment arrangements, please contact the college ph: 9788 9100 to make an appointment with Bev Boys, Business Manager.

Email: [beverley.boys@education.vic.gov.au](mailto:beverley.boys@education.vic.gov.au)

### Payment methods

Direct payment can be made by BPay, compass or to the College's bank account

Bank: Bank Australia

Account Name: Carrum Downs Secondary College

BSB: 313140

Account No: 12028228

*(Please use your child's name as the reference)*

Payment can be made by cash, EFTPOS or credit card at the administration office, please contact the office for BPay details.

### 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.



# 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.