



Dear parent/guardian,

Brinbeal Secondary College is looking forward to a great year of teaching and learning and would like to advise you of Brinbeal Secondary College's voluntary financial contributions for 2024.

Schools provide students with free instruction to fulfil the standard curriculum requirements 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.

*Within our school this support will allow us to deliver highly valued curriculum experiences for all our students.*

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

Yours sincerely,

*Simon Haber*  
*Principal*

Khaled Elshomouny  
School Council President

| <b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b> |               | <b>Amount</b> |
|---|---------------|---------------|
| <i>Year 7 classroom consumables and learning materials:</i>   |               |               |
| <b>Unit</b>   | <b>Amount</b> | \$85          |
| <i>Science – materials and supplies</i>   | <i>\$10</i>   |               |
| <i>Visual Arts – materials and supplies</i>   | <i>\$25</i>   |               |
| <i>Material Technology – materials and supplies</i>   | <i>\$50</i>   |               |
| <i>Printing and photocopying of worksheets and learning materials</i>   |               | \$ 25         |
| <b>Total Curriculum Contributions</b>   |               | <b>\$110</b>  |

| <b>Other Contributions - for non-curriculum items and activities</b> |  | <b>Amount</b> |
|--|--|---------------|
| <i>School Sports Victoria affiliation</i>                            |  | \$10          |
| <i>Student and parent communication tools – Compass</i>              |  | \$15          |
| <b>Total Other Contributions</b>                                     |  | <b>\$25</b>   |

**Educational items for students to own:**

*Please see the Booklist for a list of items families are required to purchase from JP Books for your child to individually own and use.*

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

*Brinbeal 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 to deliver the Curriculum.*

The cost of extra-curricular items and activities will be advised throughout the year.

| <b>Extra-Curricular Items and Activities</b>                   | <b>Amount</b> |
|--|---------------|
| <i>School magazine/yearbook</i>                                | \$13          |
| <i>Student ID Card</i>   | \$7           |
| <i>Camps and excursions to be scheduled (estimated: \$200)</i> | TBA           |
| <b>Total Extra-curricular Items and Activities</b>             | <b>\$20</b>   |

**Financial Support for Families:**

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

- the Camps, Sports, and Excursions Fund
- State Schools Relief (SSR)

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Monique Richards

Business Manager

Email: [Monique.richards@education.vic.gov.au](mailto:Monique.richards@education.vic.gov.au)

**Payment methods:**

Payments to be made through JP Books – any excursions throughout the year, payments can be made via Compass or over the counter at the General Office.

**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 Payments 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   | Other Contributions   | Extra-Curricular Items and Activities  |
|--|---|--|
| Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum. | Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives. | 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.