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Dear parent/guardian,

Healesville High School would like to advise you of our voluntary financial contributions for 2022.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. The ongoing support of our families through voluntary contributions ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support. This has made a huge difference to our school and the programs we can offer.

Within our school parent contributions have allowed us to offer the widest possible range of subjects and numerous special curriculum experiences for all students.

At Healesville High School we pride ourselves on:

- Small class sizes across all year levels
- Providing a wide range of VCE subjects for all students, and
- Excellent physical facilities and beautiful grounds in a wonderful, picturesque setting.

Please find below Healesville High School's voluntary financial contributions schedule for 2022, which includes an overview of what your contributions will assist with.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of contributions for your child/ren.

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

Yours sincerely,

**Allan Rennick**  
Principal

**Kylie Short**  
School Council President



## 2022 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE

ITEM	Annual Amount per STUDENT
<b>CURRICULUM CONTRIBUTIONS</b> <ul style="list-style-type: none"> <li>• Classroom consumables, materials &amp; equipment</li> <li>• Printing and photocopying of worksheets and learning materials</li> <li>• Whole school events (athletics and swimming carnivals)</li> <li>• ICT Devices – provision of devices from the shared classroom sets</li> <li>• Online subscriptions               <ul style="list-style-type: none"> <li>○ Mathspace (years 7-10)</li> <li>○ Edrolo (Years 11-12)</li> <li>○ Elevate (Years 10-12)</li> </ul> </li> <li>• VET costs, not reimbursed by DET (please see VET description below)</li> </ul>	\$240
<b>OTHER CONTRIBUTIONS</b> <ul style="list-style-type: none"> <li>• Enhanced wellbeing support program</li> <li>• Student and parent communication tool - Compass</li> <li>• School grounds maintenance and improvements</li> <li>• Lockers and locker maintenance</li> </ul>	\$100
<b>TAX DEDUCTIBLE CONTRIBUTIONS (per family)</b> <ul style="list-style-type: none"> <li>• Building fund</li> </ul>	\$100

### Voluntary Financial Contributions Explanatory Notes

#### **Curriculum Contributions**

Items and activities that students use, or participate in, to access the Curriculum, including:

- Computer applications where our students have their own individual password – At Healesville High School we use Mathspace, Edrolo and Elevate.
- Everyday items that your child will use in the classroom to learn the essential curriculum such as art supplies, science experiment equipment, cooking ingredients, technology materials.

#### **Other Contributions**

Non-Curriculum items and activities to support the daily operation and objectives of Healesville High School.

- **Buildings, Grounds & Equipment – Voluntary**  
A contribution is requested to cover the cost of maintaining the spacious school grounds, the replacement and maintenance of sports, technology and science laboratory equipment, lockers and locker maintenance and the Compass communication tool.

#### **Tax Deductible Contributions**

Tax deductible contributions made per family towards Healesville High Schools Building fund (to support renovations, upgrades, and maintenance of school infrastructure).

- **Building Fund – Voluntary and Tax Deductible**  
The Department of Education and Training provides funding according to a set facilities schedule and any building additions, improvements or modifications must be funded by the school. The School Council therefore invites families to make a donation towards these costs. Any donation would be gratefully received and will be recognised by the Australian Tax Office as a tax deductible gift to the school.



## 2022 EXTRA-CURRICULAR ITEMS AND ACTIVITIES

EXTRA-CURRICULAR ITEMS AND ACTIVITIES	Annual Amount per STUDENT
<ul style="list-style-type: none"> <li> <b>School Magazine</b>  This excellent publication captures the highlights of the school year. </li> </ul>	\$22
<ul style="list-style-type: none"> <li> <b>Combination Lock</b>  All students are required to purchase a combination lock upon enrolment, from the General Office </li> </ul>	\$14
<ul style="list-style-type: none"> <li> <b>Student ID Card</b>  All students are required to purchase a student ID card from the General Office. These cards are available shortly after the school photograph day. </li> </ul>	\$7
<ul style="list-style-type: none"> <li> <b>Instrumental Music Lessons (per term)</b>  <b>All Year Levels</b>  A charge per term of \$50 is payable to cover the costs of sheet music, equipment maintenance and renewal and audio-visual upgrades. </li> </ul>	\$50
<ul style="list-style-type: none"> <li> <b>Year 7</b>  Students in Year 7 may hire an instrument for the year at a cost of \$30 per term. A security deposit of \$60 per instrument is payable. </li> </ul>	\$30
<ul style="list-style-type: none"> <li> <b>Years 8-12</b>  Students in Years 8-12 are required to provide their own musical instrument. Arrangements to lease an instrument may be made through the school, currently at a cost of \$70 per term. This is to assist families who are unable to purchase an instrument. Full payments for students wishing to participate in the instrumental music program must be received by the school by February 28, 2022 </li> </ul>	\$60
<p><i>Please note: A charge will be placed on your child's account at the start of every term.</i></p>	\$70

### Extra-Curricular Items and Activities Explanatory Notes

#### Extra-Curricular Items and Activities

Healesville High School 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**.

Details of the school camps and interschool sports program will be provided to students and families throughout the year.

***If you would like to purchase an item or activity for your child, please indicate this on the table on page 5.***

***Please note: Instrumental Music charges will be placed on your child's account at the start of every term.***



## VOCATIONAL EDUCATION AND TRAINING (VET)

From 2022, the Department will reimburse VET material fees to government schools to address the cost barrier for families. This funding covers the costs of:

- Materials required for training and assessment that are consumed and cannot be recycled. **Please note students may wish to upgrade materials for certain projects (i.e. upgrade from pine to mahogany). Any upgrade from the materials provided by Healesville High School is considered an EXTRA-CURRICULAR ITEM, as per the description above.**
- Safety items worn or used by the student including safety glasses, hearing protection, gloves, hair nets.
- Workbooks, handouts, photocopying, online learning resources.
- Class sets, intended to be returned and retained by the school, such as textbooks, tools, tool belts, specialist knives, aprons.

However, this funding does not cover all costs associated with the facilitation of VET classes. The payment of the following costs are supported by Voluntary Financial Contributions from families, as detailed in the 2022 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE above:

- Transport costs and hire of specialized facilities required for training or assessment
- PPE worn and retained by the student
- Online registration/subscription fees, platform charges, software
- Tuition fees, registration, and administration fees
- Tools upgrade or purchase initiated by the parent

### Educational items for students to own

Attached is a list of items that the Healesville High School recommends you purchase from Lilydale Books, JB HI-FI and PSW Uniforms for your child to individually own and use.

### Financial Support for Families

Healesville High School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF)

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

**Allan Rennick**

Ph: 03 5962 4088 | Email: [Allan.Rennick@education.vic.gov.au](mailto:Allan.Rennick@education.vic.gov.au)



**PLEASE RETURN THIS PAGE TO THE OFFICE**

**Family Name:** \_\_\_\_\_

**2022 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE**

ITEM	Item Amount	Number of students in your family	Annual Amount per FAMILY
Curriculum Consumables	\$240		\$
Other Contributions	\$100		\$
Tax Deductible Contributions	\$100		\$
<b>TOTAL FAMILY CONTRIBUTION</b>			<b>\$</b>

**Extra-Curricular Items and Activities**

*Please refer to page 2. If you would like to purchase an item or activity for your child, please indicate on the table below. **Please note:** Instrumental Music charges will be placed on your child's account at the start of every term.*

Name of Student	Year Level	Activity Name	Cost
		<b>School Magazine</b>	<b>\$22.00</b>
		<b>Combination Lock</b>	<b>\$14.00</b>
		<b>Student ID Card</b>	<b>\$7.00</b>

**Payment methods**

Healesville High School offers various payment methods:

- Direct Deposit:  
**BSB:** 313 140 (Bank Australia)  
**Account No.:** 2313 7983  
**Account Name:** Healesville High School Council Official Account
- Cash / Cheque
- Compass Pay
- Payment Plans

For further information on the Department's Parent Payment Policy please see our website [www.healesvillehs.vic.edu.au](http://www.healesvillehs.vic.edu.au)

**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 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.