HEATHMONT
COLLEGE

October 2020

2021 COLLEGE CHARGES

Dear Parent/Guardian

In order to provide quality programs and a comfortable and efficient learning environment for our students, the College relies on strong support from the College community.

The College charges are designed to supplement the Government's allocation to schools to provide materials and services. These charges enable us to enrich and extend the learning experiences of our students in each subject. Subject fees are costed in accordance with the Department's *Parent Payment Policy* with the aim of providing equitable access to education for all students.

For further information on the Department's *Parent Payment Policy* please see a one page overview attached, or refer to https://www2.education.vic.gov.au/pal/parent-payment/policy for the full policy.

There are three areas for which parents may reasonably be requested to make payment or contribution:

- Essential educational items which parents and guardians are required to provide or pay the school for their child (for example, stationery, text books and school uniforms where required)

- Optional educational items which are offered on a user-pays basis and which parents and guardians may choose whether their child accesses or participates in (for example, school magazines, extracurricular programs/activities and elective subjects that have a charge associated with it)

- Voluntary financial contributions which parents and guardians may be invited to donate to the school

Parents/guardians are responsible for ensuring that their children are provided with essential educational items. The College makes every effort to keep the cost of items that need to be purchased at a minimum and affordable for all parents. Parents also have the option of providing essential education items themselves.

Financial Support for Families
The College understands that families may experience financial difficulties or hardships at times and may be unable to meet full or part payments requested. Heathmont College offers a range of support options, including:

Waters Grove, Heathmont VIC 3135 **P** +61 3 9871 4888 **E** heathmont.co@education.vic.gov.au
www.heathmont.vic.edu.au CRICOS No. 00861K ABN: 24 370 034 733

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- The Camps, Sports and Excursions Fund (CSEF)
- State Schools' Relief affordable uniform program
- Wellbeing Team for a confidential discussion and information regarding support options

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

Andrea Philipsen, Business Manager
Ph: 03 9871 4888 | Email: andrea.philipsen@education.vic.gov.au

Sandra Nebl, Accounts Receivable
Ph: 03 9871 4888 | Email: sandra.nebl@education.vic.gov.au

Fiona Adams, Wellbeing Co-ordinator
Ph: 03 9871 4888 | Email: Fiona.adams@education.vic.gov.au

Payment Methods
We seek your cooperation in the payment of the College charges by 20 November 2020.

We are offering the following payment options for 2020/2021:

1. Payment in full – via Compass, cash, EFTPOS, credit/debit card or cheque on or before the due date of **20 November 2020.**

2. Compass Payment Plan instalments via a valid credit/debit card:

- 20/11/2020 (25%)
- 18/12/2020 (25%)
- 19/2/2021 (20%)
- 16/4/2021 (20%)
- 11/6/2021 (10%)

(Please note: if you choose to contribute to the Building and/or Library Funds these amounts will automatically adjust to accommodate your donation)

3. Personalised payment plans via Compass are available – please organise via the office with Accounts Receivable.

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4. Please make an appointment with the Business Manager prior to 20 November 2020 should you wish to discuss alternative payment options, for families experiencing financial hardship.

Refunds
Refunds will be worked out on a case by case basis at the local school level and Heathmont College has the discretion to provide refunds to families and will do so where it is reasonable and fair (for example, if the school has not incurred a cost).

If the College has incurred costs, Heathmont College will act reasonably and take into consideration the Financial Help for Families Policy and relevant arrangements, including support for families experiencing hardship. For example, the College will consider refunding families for unavoidable event cancellations, if a family experiences a crisis or sudden serious illness and the student can no longer attend the event.

If the College decides to provide a refund, then parents need to agree and advise the school where the refund should be paid. If that agreement cannot be reached, the refund is usually paid into the account from which the money came. Where the payment was made in cash, the College will wait until the parents reach an agreement and advise the College.

Optional Building and Library Fund (Tax Deductible)
The Australian Taxation Office has approved tax deductibility for both a Library and a Building Fund. The money raised through these voluntary contributions is to be used solely for either updating the Library or for maintaining and improving the buildings and surrounds of the College. Your support would be greatly appreciated.

We thank you in anticipation and look forward to an enjoyable and rewarding relationship with your child and family.

Yours sincerely

Kerryn Sandford
Principal

Henk Westerveld
Council President

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THE EDUCATION STATE

SCHOOLS

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW

The following is a summary of the main principles of the Parent Payments Policy:

FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.

PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

Essential Student Learning Items

- Items and activities which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own.

Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.

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 obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.

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FEE SCHEDULE – YEAR 11

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. *Heathmont College* also continues to welcome your voluntary contributions for 2021.

Payment options for these items are provided through Compass Course Confirmation.

Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum.

Essential Student Learning Items	Amount
Student Diary	$20.00
Student Compass Card (replacement cost if lost $10)	$6.50
SWEL/Flourish Program	$20.00
TOTAL	**$46.50**

Booklist: Attached is a booklist which guides you on the everyday items that your child will use in the classroom. Online ordering and payment instructions are detailed in the booklist.

Optional Items

Heathmont College offers a range of optional items and elective subjects that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child.

In accordance with the Education Department's *Parent Payment Policy,* fees for elective subjects cover the material costs.

Optional Item	Amount
Instrumental Music Lessons	$200.00
Instrumental Music Hire	$150.00
Student Padlock	$20.00
Annual School Magazine	$20.00
School Photos	Price set by supplier
Studio Arts (waterbased ink, cartridge paper, watercolour paper, clay, lino tiles, printing ink, canvas boards, stretch canvas, paint (spray, acrylic, watercolour, oil), impasto mediums, varnish, glazes, oil paint mediums, photography printing paper, gesso.	$245.00

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Visual Communication (cartridge paper, watercolour paints, PVA glue, paper (photography laser printer/watercolour/bleed proof), coloured card.	$40.00
Media (photography laser print paper, photography paper 203x254)	$30.00
Music Performance (instrumental music lessons, manuscript paper and sheet music)	$220.00
Food Studies (Flour, egg, sugar, milk, butter, cheese, poultry, meat, fish, cold meats, fruit, berries, chocolate, native herbs/plants, vegetables)	$220.00

Voluntary Contributions

Heathmont College continues to welcome your voluntary contributions to support our school.

You can make a general voluntary contribution that goes towards all of our school's important priorities for 2021 as well as providing additional activities and services for all students. Alternatively, you can make a voluntary contribution to any of the specific priorities outlined in the table below:

Voluntary Contribution	Tax deductible?	Suggested Voluntary Contribution per family
General Contribution (science equipment and materials for experiments; classroom materials, eg., classroom set of textbooks; photocopying and printing of worksheets; sports equipment)	No	$90
Wellbeing Program	No	$20
Building Fund*	Yes	$50
Library Fund*	Yes	$50

** School council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building and Library Fund.*

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

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