

## Years P-6 Parent Payment Arrangements

Dear parent/guardian,

At Bayside P-12 College, the child is at the centre of all we do. We collaborate to support student wellbeing and learning, preparing our students for happy and successful futures. We are committed to providing the very best education for all our students. We are looking forward to a great year of teaching and learning and would like to advise you of our school's voluntary financial contributions for 2024.

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

There has been a change in how voluntary contributions are described and calculated. Previously, families were provided with a fee sheet, where they selected their child's subjects and course requirements. The new Parent Payment Arrangements differs from previous years in that we will be asking for a bulk Curriculum Contribution.

Within our school this support has allowed us to offer a wider provision of subjects; special curriculum experiences; enhanced digital learning opportunities; improvement to our grounds /facilities, including play areas, passive outdoor recreational areas and learning spaces. Our students have had access to a wide range of materials and experiences that has allowed them to create and innovate. Our students' wellbeing has been strongly supported by our Pastoral Care Program and School Wide Positive Behaviours.

To sustain these programs, we hope that your financial support continues.

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



Milan Matejin  
*College Principal*



Heiko Koenig  
*School Council President*



Typical items and activities that students use, or participate in, to access the Curriculum are detailed below.	
Years P- 6 classroom consumables, materials & equipment	
Primary Stationery Pack – includes all specialist supplies, exercise books, scrap books, pens, pencils, pencil case, rulers, markers, scissors, sharpeners, highlighters, glue stick, erasers, compass, visual arts diary, document folders/wallet and display books	\$100
<ul style="list-style-type: none"> <li>Years P-6 ICT Devices – provision of devices from the shared classroom sets</li> </ul>	\$15
Special program- (CSEF for eligible families may be applied) Years P- 6 Learn to swim program	\$80
Whole school events – (CSEF for eligible families may be applied) <ul style="list-style-type: none"> <li>Athletics carnival - entry and transport</li> <li>Swimming carnival – entry and transport</li> <li>Foundation day – including incursion events/transport</li> </ul>	\$50
<ul style="list-style-type: none"> <li><b>Total Curriculum Contribution</b></li> </ul>	<b>\$245</b>
Other Contributions - for non-curriculum items and activities	Amount
Book Week Festivities	
Book week activities and incursion	\$20
<ul style="list-style-type: none"> <li><b>Total Other Contribution</b></li> </ul>	<b>\$20</b>

#### Educational items for students to own and use

Bayside P-12 College supplies a stationery pack and access to devices for all primary students

#### Extra-Curricular Items and Activities

Bayside P-12 college 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.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school.



Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
*Optional camps and excursions to be scheduled	TBA	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

\*CSEF is the Camps, Sports and Excursions Fund which provides payments for eligible students to attend camps, sports and excursions may be used toward this fee. Families holding a valid Health Card are eligible for CSEF (\$150 per student Years P-6). At Bayside P-12 College our special programs and whole school events meet the criteria for the use of this funding, therefore the suggested contribution is reduced for these eligible families.

### Total

Category	
Curriculum Contributions	\$245
Other Contributions	\$20
Extra-Curricular Items and Activities	\$
<b>Less CSEF contribution</b> <i>(for eligible families – up to \$130)</i>	<b>-\$</b>

### Financial Support for Families

Bayside P-12 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 students)
  - The Victorian Government has again committed to providing eligible students with Camps, Sports & Excursion funds (CSEF). These funds are paid to the school to use towards excursions, incursions, and camps for eligible students. To be eligible for the funding, a parent or legal guardian must be the holder of a current Healthcare card or Pension card or be a temporary foster parent on the first day of Term 1 or Term 2. Parents who are eligible for CSEF will be required to complete the CSEF application form attached. Applications close at the end of Term 2, 2024.
- State School Relief funding (for eligible students)
  - State Schools' Relief (SSR) works closely with all government schools across Victoria. Each year SSR assists families who are experiencing financial disadvantage with school clothing, shoes and other essential items. SSR is only able to respond to requests from schools and does not engage directly with parents. Parents are encouraged to talk to their campus wellbeing officer so that school staff can assess a parent's or child's needs and their eligibility for assistance.
- Western Chances Scholarship (for eligible students)
  - Scholarships are intended to provide acknowledgment and assistance for talented and motivated young people facing barriers to completing their education. A Western Chances scholarship applicant must have an identifiable talent or pathway. To be eligible for a scholarship, a young person must be aged between 12 and 25 years, enrolled at a government secondary school, and be a resident of one of the six municipalities in Melbourne's west. Western Chances supports young people on their educational journey for as long as the need exists. Scholarships are awarded at the discretion of the Western Chances Scholarship assessors, to applicants who best meet the criteria.



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

Altona North Campus

Student Wellbeing Co-ordinator Analia Diego

Ph: 03 9392 8600 | Email: [Analia.Diego@education.vic.gov.au](mailto:Analia.Diego@education.vic.gov.au)

### Payment methods

- Compass (preferred option)
  - The online platform that is used to communicate with our families. Payment via Compass is via credit card
- Telephoning the campus office to pay using credit card
- Payment plans via Compass are available for Extra-Curricular activities
  - Families can utilise payment amounts to be deducted at intervals set within the course confirmation or they are welcome to organise individual plans. Please discuss this option with campus office personnel
- Centrepay deductions can be arranged (for eligible families).
  - Centrepay is a free bill paying service offered by Centrelink to assist eligible Centrelink families to arrange for nominated payment amounts to be deducted at regular intervals. Please discuss this option with campus office personnel

### 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.