

# Orbost Secondary College



**PETER SEAL**

Principal

P O Box 270  
Arnold Street  
ORBOST VIC 3888  
ABN 64477966176

Telephone 03 5154 1084  
E-mail orbost.sc@education.vic.gov.au  
Website www.orbostsc.vic.edu.au/

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## **PARENT PAYMENT ARRANGEMENTS YEAR 11 2022**

19 October 2021

Dear Parent/Guardian,

Our Parent Payment Policy and 2022 voluntary financial contribution information has been updated as directed by DET. For further information on the Department's Parent Payments Policy, see the one-page overview attached.

Orbost Secondary College is looking forward to another great year of teaching and learning and the ongoing support from our families ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to maintain our canteen service, offer an instrumental program for Years 5 -12 across six local schools, provide extra education support staff in classrooms, purchase student blazers and sports tops and a myriad of other activities that enhance our school community.

Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all Curriculum Contributions and Other (non-curriculum) Contributions are voluntary.

The total voluntary Contributions for 2022 are outlined in more detail on pages 3 & 4.

### **Extra-Curricular Items and Activities**

Extra-Curricular items and activities are provided on an opt-in or user pays basis and payment for these will be requested during the year. An outline of Extra-Curricular options the school is proposing for 2022 is detailed on page 5. We ask that parents indicate which Extra-Curricular items you would be likely to purchase, so we can plan for viability and final costs of running these activities and return the form to the office by Friday 10<sup>th</sup> December 2021.

### **Payment methods**

Payment can be made:

- At school office (cash, cheque or EFTPOS)
- Bank direct deposit (name and contribution type as reference ie. CC, OC, ECIA, or ALL)  
BSB: 313140 Account No: 23197833
- BPAY – (please call for details)
- Centrepay deductions (for Centrelink recipients – can be set up at the school office)

## **Financial Support for Families**

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

- Camps, Sports and Excursions Fund (CSEF)
- Direct deposit /BPAY agreement
- Centrepay agreement
- State Schools Relief (SSR)
- School Breakfast Program

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

Dianne Barnes – Business Manager, Ph: 03 5154 1084 | Email: [Dianne.Barnes@education.vic.gov.au](mailto:Dianne.Barnes@education.vic.gov.au)

Coreena Healey – Finance Administration, Ph: 03 5154 1084 | Email: [Coreena.Healey@education.vic.gov.au](mailto:Coreena.Healey@education.vic.gov.au)

## **Refunds**

Orbost Secondary College will consider requests for partial or full refunds of payments made by parents 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.

## **Students leaving Orbost Secondary College**

If a student transfers to another Victorian school, the unspent portion of any CSEF will be forwarded to the student's new school so the student has access to the full value of the payment.

If a student leaves the Victorian school system, any unused CSEF will remain with the school and may be used towards the expenses of siblings enrolled at the College, or if no siblings remain, be used for school incurred costs associated with operating camps, sports or excursion activities for students.

Credit amounts of parent payments (cash, direct deposit, Centrepay, BPay instalments) held at the time of the student leaving Orbost Secondary College may be used towards the expenses of siblings enrolled at the college or refunded back to the parent if no other siblings remain.

The student booklist is also attached. Please return to the office by Friday 10<sup>th</sup> December 2021.

If you have any questions regarding this letter, feel free to contact me at the College on 03 5154 1084.

Yours sincerely,

Peter Seal

Principal

Curriculum Contributions						Amount
Items and activities that students use, or participate in, to access the Curriculum						
<b>Subject materials and activities</b> These contributions help sustain our delivery and diversity of subject offerings to our Year 11 students						
<b>Unit</b>	<b>Amount</b>	<b>✓</b>	<b>Unit</b>	<b>Amount</b>	<b>✓</b>	\$
VCE English	\$10		VCE Chemistry	\$20		
VCE Health & Human Dev.	\$10		VCE Music	\$30		
VCE Physical Education	\$10		VCE Outdoor Ed.	\$30		
VCE Psychology	\$10		VCE Studio Art	\$40		
VCE Physics	\$10		VCE Visual Communication	\$40		
VCE Maths	\$20		VCAL – Foundation	\$80		
VCE Biology	\$20		VCAL – Senior	\$80		
<b>Digital devices</b> <ul style="list-style-type: none"> <li>Use of school provided laptop (if required) \$100</li> </ul>						
<b>Student resources &amp; online subscriptions</b> <ul style="list-style-type: none"> <li>Edrolo (Standard) - supports the study and revision of VCE Studies Yrs 10-12 \$45</li> <li>Student handbook and course guide \$5</li> </ul>						\$50
<b>Information and communications technology</b> <ul style="list-style-type: none"> <li>Student printing and photocopying (\$10 per term) \$40</li> <li>Student technical support providing additional IT services including minor laptop repairs &amp; maintenance, secure networking, access to online file storage, email, additional software and equipment needed to sustain and enhance our ICT services \$10</li> </ul>						\$50
<b>Key school celebrations and events</b> Contributions will support the delivery of school events such as Presentation Night, sports carnivals and visiting performances.						\$25
<b>Total Curriculum Contributions</b>			Including use of school digital device		\$	
			No use of school digital device		\$	

Other Contributions Items, services or programs that students use, or participate in, that are non-curriculum.	Amount
<b>School Sports Victoria membership &amp; co-ordination to participate in inter-school sports</b>	\$5
<b>First aid</b> <i>The school provides first aid consumables (face masks, bandaids, sunscreen, repellent, ice packs) to treat students and to meet student health needs when at school, on excursions and camps. \$5 per term</i>	\$20
<b>Library services</b> <ul style="list-style-type: none"> <li>• <i>Ebook platform – Wheelers ePlatform</i></li> <li>• <i>Bibliotech – book lending program</i></li> <li>• <i>SCIS – book cataloguing program</i></li> <li>• <i>Purchase of daily newspapers</i></li> <li>• <i>Purchase of books and magazines</i></li> <li>• <i>Lunchtime games &amp; craft activities</i></li> </ul>	\$40
<b>Access to non DET supplied school related software programs</b> <ul style="list-style-type: none"> <li>• <i>Compass</i></li> </ul>	\$20
<b>Student resources</b> <ul style="list-style-type: none"> <li>• <i>Student locker padlock \$5</i></li> <li>• <i>School magazine – 2022 Croajingalong \$10</i></li> </ul>	\$15
<b>Total Other Contributions</b>	<b>\$100</b>

### Educational items for students to own

Attached is a list of items that the school recommends you purchase for your child to individually own and use.

- **Stationery and Textbooks – Orbest Authorised Newsagency**
- **Student Laptop - Learning With Technologies website:** [osc.orderportal.com.au](http://osc.orderportal.com.au)
- **Digital Textbooks (Biology 1-4, Psychology 1 & 2, Physics 3 & 4) – purchase direct via:** [edrolo.com.au](http://edrolo.com.au)

### Extra-Curricular Items and Activities

Orbost Secondary 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 to deliver the Curriculum. These are provided on an opt-in or 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 by Friday 10<sup>th</sup> December 2021.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<b>Optional Instrumental music program</b> <ul style="list-style-type: none"> <li>• <i>Music tuition, sheet music \$90</i></li> <li>• <i>Music tuition books if required, approx. \$20</i></li> <li>• <i>Instrument consumables such as valve oil, reeds, strings etc as required - price varies</i></li> <li>• <i>Purchase of instrument - price varies</i></li> <li>• <i>Band tour – senior band only \$TBA</i></li> </ul>	\$ TBA	
<b>Other optional camps, excursions and activities to be scheduled</b>	\$ TBA	
<b>Optional school deb/formal - Yr 11 – dance lessons, flowers, decorations, security</b>	\$ TBA	
<b>Optional driving lessons with qualified instructor – Yr 11</b>	\$ TBA	
<b>Optional end of year activities program – cinema &amp; activity (price varies)</b>	\$25–60 TBA	
<b>Total Extra-curricular Items and Activities</b>		\$

### Total Contributions

Category	(Please transfer total from each category)
Curriculum Contributions (CC) - Total page 3	\$
Other Contributions (OC) – Total page 4	\$
Extra-Curricular Items and Activities (ECIA) – Total page 5	\$
<b>Total of Contribution</b>	\$

STUDENT NAME: \_\_\_\_\_

# 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.