

Dear parent/guardian,

Charles La Trobe College is looking forward to the next year of teaching and learning and we would like to advise you of Charles La Trobe College's voluntary financial contributions for 2022.

Our school provides students with a rich teaching and learning program to fulfil the Victorian curriculum at no additional cost to you. We have attached a table which demonstrates the cost of running our programs across the College.

These programs and the way in which we can offer them for our students would be enhanced by family support towards curriculum items and activities. In 2022, all we will be asking for, however, is a voluntary contribution to help provide support for our programs.

We want to assure you that all contributions are voluntary and there is no pressure on families to pay or to pay a specific amount. Nevertheless, your ongoing support ensures that our school can offer the best possible education and support for our students with additional resources.

We want to thank you for supporting the programs for our students.

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

Yours sincerely,



**Andrew Robertson**  
*College Principal*

**Orville Gardener**  
*School Council President*

DEMONSTRATED COST OF CURRICULUM PROGRAMS	Amount
Student ID Card	\$10
Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>• <i>Studio Art – paint, crayons, canvas, glitter, coloured paper</i></li> <li>• <i>Food Technology (Secondary)–flour, butter, fruit, vegetables, meat, rice, pasta</i></li> <li>• <i>Kitchen Garden Program(Primary)</i></li> <li>• <i>Product Design and Technology (Secondary) – project materials, timber, fasteners, hardware</i></li> <li>• <i>Science &amp; Tech PBL STEM (Primary) - project materials</i></li> <li>• <i>Science – chemicals, materials, masks</i></li> <li>• <i>Health and Physical Education - equipment</i></li> </ul>	\$75
Online subscriptions <ul style="list-style-type: none"> <li>• <i>Seesaw (Primary)</i></li> <li>• <i>Canvas (Secondary)</i></li> <li>• <i>Education Perfect (Secondary)</i></li> <li>• <i>Essential Assessment (Primary and Secondary)</i></li> </ul>	\$79
<i>Printing and photocopying of worksheets and learning materials</i>	\$10
<i>Assessment consumables (revision packages, standardised tests)</i>	\$12
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
Student and Parent Communication tools (Compass)	\$57
Learning Support Programs / Tutoring / Homework Clubs	\$20
Well-being programs	\$20
Locker Hire (Secondary)	\$10
<b>TOTAL:</b>	<b>\$293</b>

Pay what you can.

Extra-Curricular Items and Activities	
<i>Charles La Trobe 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.</i>	
Optional School Camps	TBA
Optional Swimming Program ( <i>Primary</i> )	\$60
Optional Interschool Sports program ( <i>Grade 5 &amp; 6 only</i> )	\$55
<b>All the above items will be posted on Compass Events for Payment</b>	
Optional instrumental music program	\$100

Other contributions	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. (suggested \$50)	\$
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource (suggested \$50)	\$
<b>Total Amount</b>	\$

### Educational items for students to own

A Book List will be provided to your student, that the school recommends you purchase from *North of the Yarra* for your child to individually own and use.

### Financial Support for Families

Charles La Trobe College understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- Centrepay

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

#### Diane Bichler

Ph: 03 9223 1400 | Email: [diane.bichler@education.vic.gov.au](mailto:diane.bichler@education.vic.gov.au)

Family Detail		Curriculum Contribution							
Student Name	Yr Level	Please Tick							
		\$50	<input type="checkbox"/>	\$100	<input type="checkbox"/>	\$150	<input type="checkbox"/>	\$200	<input type="checkbox"/>
		\$50	<input type="checkbox"/>	\$100	<input type="checkbox"/>	\$150	<input type="checkbox"/>	\$200	<input type="checkbox"/>
		\$50	<input type="checkbox"/>	\$100	<input type="checkbox"/>	\$150	<input type="checkbox"/>	\$200	<input type="checkbox"/>
		\$50	<input type="checkbox"/>	\$100	<input type="checkbox"/>	\$150	<input type="checkbox"/>	\$200	<input type="checkbox"/>
<b>Or pay what you can:</b>		\$ _____.							

SUMMARY	TOTAL
Curriculum contributions	\$
Extra-Curricular Items and Activities:	\$
Other Contributions	
<b>TOTAL</b>	\$

**Payment methods**

- Compasspay (preferred payment option)
- Cash (correct money only)
- BPAY (please contact the office for Family BPAY code)
- Eftpos/Credit Card
- Direct Deposit into school's bank account (clearly identify using student name).

I authorise \$\_\_\_\_\_ to be charged to my Visa / MasterCard.

Details as follows:

<b>NAME (as on card)</b>																				
<b>CARD NO:</b>																				
<b>SIGNATURE</b>																				
		<b>VISA</b>		<b>MASTERCARD</b>		<b>EXPIRY DATE</b>	___Month___Year													

## 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.