

16 October 2023

Dear Parent/ Guardian,

Swan Hill College is looking forward to another great year of teaching and learning and would like to advise you of Swan Hill College's voluntary financial contributions for 2023. Please find the contribution schedule for Year's 7 to 12 attached.

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 support of our families ensures that our school can offer the best possible education and support for 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 college and the programs we can offer.

Within our college, your support in 2023 allowed us to:

- Fully upgrade our Sound and Lighting system in Harrison Hall

Please find below Swan Hill Colleges voluntary financial contributions schedule for 2023, which includes an overview of what your contributions will contribute towards.

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

Yours sincerely,



Kristen Le Gassick
Acting Principal



John Lyons
School Council President

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.

Swan Hill College 2024

Please find the itemised list of curriculum and optional Items for your child. Swan Hill College continues to welcome your voluntary contributions for 2024.

Curriculum Contributions – items and activities that students use, or participate in, to access the Curriculum

Below is a list of items and activities which are necessary for your child to learn the standard curriculum for Year's 7 & 8. Curriculum related items for year's 9 – 12 students are based on the student elective subjects.

Curriculum Contributions						
	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
Maths Pathway – contribution towards subscription	\$ 50.00	\$50.00	\$50.00	\$50.00		
Food Technology – cooking ingredients	\$ 100.0	\$ 100.0				
Integrated Technology – woodwork / metal materials	\$ 45.00	\$ 45.00				
VCE Art					50.00	50.00
Food Technology - Cakes & Pastries – cooking ingredients			\$100.00			
Food Technology – Catering – cooking ingredients			\$100.00			
Food Technology – Food Glorious Food – cooking ingredients				\$100.00		
Food Technology – MasterChef – cooking ingredients				\$100.00		
Technology Furniture Design & Construction – wood / nails etc			\$90.00	\$90.00		
Technology – Fabulous Technology - timber / metal / nails glue etc			\$90.00	\$90.00		
Technology – Metals & Manufacturing - woodwork / metal materials			\$90.00	\$90.00		
Technology – Computronics - materials			\$80.00			
Technology – Auto - materials			\$45.00			
VCE Food Studies - cooking ingredients					\$150.00	\$150.00
VCE Design & Technology					\$100.00	\$100.00
Total	\$195	\$195	Based on electives	Based on electives	Based on electives	Based on electives

Vocational Educational Training (VET)

From 2024, the Department will reimburse VET material fees to government schools to address the cost barrier for families. The 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 Swan Hill College is considered an OPTIONAL ITEM and a contribution from families will be required.

Other Contributions – For non-curriculum items and activities

Swan Hill College offers a range of non-curriculum items and activities that contribute to the school experience for your child.

Other Contributions	Amount
Materials and ICT Supports (broken down as follows) <ul style="list-style-type: none"> - School Yearbook \$25.00 - Locker Maintenance \$15.00 - Student Travel within local zone \$25.00 - Student use of hired venues \$15.00 - Personal Development Programs \$20.00 - Electronic Information – Daymap/Operoo/LineWize \$50.00 	\$150.00
Tax Deductible contributions	
Building Fund – A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure, a suggested amount is \$30 per family	
Total Amount	\$150.00

Educational Items for students to own

Prior to the end of the school year, Students will be provided with a booklist, based on year level, with a listing of items that the school recommends for each individual student to individually own and use. Details of suppliers, where these items can be purchased from, will be included on the booklist.

Extra-Curricular (OPTIONAL) Items and Activities

Swan Hill 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. Details of these items and activities relating to camps and excursions, will be provided to students and families throughout the year, however costs associated with the Music program is detailed below

Extra-Curricular (OPTIONAL) Items and Activities	Amount
Camps and excursions as scheduled throughout 2024. The cost of these excursions will be advised throughout the year and can include class excursions, Interschool sports and year level camps.	To be advised
Optional Music – Instrument Hire	\$160.00
Optional Music - Tuition	\$280.00
VCE Design & Technology (project based costing)	Costs associated where students wish to upgrade material for certain projects. i.e. students wanting to use mahogany wood and silver for Technology in lieu of the school’s standard timber and metal upgrade from pine to mahogany
VET Subjects	Parents may still opt to pay for some costs such as for uniform requirements or personal protective equipment, that are used and retained by the student.

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- Flexible payment arrangements
- Centrepay

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Mrs Peta Lindsay, Business Manager on 50364900, or email pln@shc.vic.gov.au

Payment Methods

Families are able to pay via the following options

- In person at the Front Office – 10-32 Pye Street Swan Hill
- Direct Deposit into our bank account (NAB – BSB 083 874 – Account Number 69 463 2669, please quote your family code and a description as to what the money is to be allocated towards. i.e. Year 7 camp, school fees)
- Centrepay – register via Centrelink please contact the College for further information
- Phone – please call 50364900 and have your credit card details handy to make payment over the telephone.

In line with the Departments Parent Payment Policy, contributions for Extra-Curricular activities will be raised on family accounts. Contributions for curriculum and other contributions will be receipted as they are received, please note contributions for these items are unable to be raised and allocated against family statements as per the parent payment policy.

Refunds

Occasions may arise where a family requests a refund for payments that have been made to Swan Hill College. i.e. student may exit the college part way through the year. Refund requests are referred to the Business Manager who will make a recommendation to the Principal for their approval/denial of the refund request.

Camps and Excursions refunds will be assessed on a case-by-case basis and only in exceptional circumstances will a refund be provided to the student. Due consideration for any refund will include an assessment of the costs incurred by the school at the time the student withdraws from the camp or excursion, if there is any amount recoverable by the school from the external provider, and the circumstances for which the student has withdrawn from the activity.