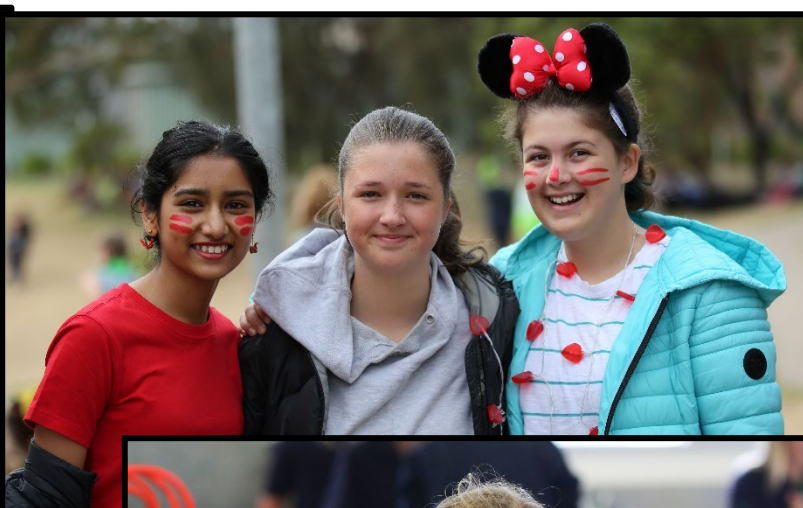


PARENT PAYMENT ARRANGEMENTS

- VCE 2021



Dear Parents,

This booklet provides you with information regarding your child/ren's school fees for 2021 and also the payment methods and assistance available.

Families make one payment at the start of each year to the College and we provide you with the flexibility to make these as 6 x monthly payments to alleviate the financial impact at the start of the school year.

We do request that school fees be paid in full by the end of term 2 2021. Families experiencing financial hardship are invited to contact our Business Manager to discuss an extension to these payment plans.

Please find the fee schedule for **VCE** attached.

Warrnambool College makes every effort to keep the cost of items and activities to a minimum and affordable for all parents.

Financial Support for Families

Warrnambool College understands that some families may experience financial difficulty and offer a range of support options, including:

- the Camps, Sports and Excursions Fund -
The government has provided the Camps, Sports & Excursions Funding of \$225 per child for any eligible families. Please ensure you apply for this funding through the school by clicking on this link for the form and details. Applications usually close at the end of term 2.
<https://www.education.vic.gov.au/about/programs/Pages/csef.aspx>
- State Schools Relief - State Schools' Relief provides support to any Victorian student attending a government school (primary, secondary or specialist) provided they have received CSEF in the previous year. Parents are to lodge the form with the school in their first year. Schools are able to submit an application directly whenever they believe there is a need to support a student whose family/carers are facing difficulty in providing the appropriate uniform, footwear or educational items for attending school.
- Secondhand uniforms are available from our Uniform Shop.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact our Business Manager, Christine Dickson on Ph: 03 5564 4444 or Email: Christine.dickson@education.vic.gov.au

Payment Methods - Arrangements for paying your 2021 school charges are as follows:

To assist parents to budget, a list of school charges are provided on page 6 of this booklet. These fees will be specific to each child and visible on Compass from the last week of the school year though, if you wish to commence payments earlier, this can be arranged by contacting the College on 5564 4444.

- Compass: School charges will be accessible for payment through Compass. This is a very simple, user friendly process for families, providing the flexibility to organise your payments any time online. Families will be able to make one payment for all students by making the payment through the shopping cart. Where required, families will also be able to select the payment plan option and make 6 x monthly payments using your credit card. This is a very simple one step process which does not involve filling in any forms.

Other payment options available are:

- Centrepay: You can apply for Centrepay deductions on line via the following site or by completing a Centrepay deduction form available from the school office
<https://www.servicesaustralia.gov.au/individuals/services/centrelink/centrepay>
- Bpay
- Cash/Cheque- In Person
- Eftpos-
- Should you wish to pay in person, please come in on the 22nd or 25th of January. We will have extra staff available to accept your payments so please take advantage of this opportunity to minimise the effect of a busy start to the year once the students return. Last year the Tute interview day was extremely busy so utilising this day will make the process much easier for you.
Our staff will also be able to assist with any queries you may have prior to school starting.

Refunds

- Where payment has been made refunds will be on the following basis:
 - Where the child withdraws from the College prior to the commencement of the school year the refund will be 100% of the amount paid
 - Where the child withdraws from the College in Term One the refund will be 75% of the amount paid
 - Where the child withdraws from the College in Term Two the refund will be 50% of the amount paid
 - Where the child withdraws from the College in Term Three the refund will be 25% of the amount paid
 - Where the child withdraws from the College in Term Four the child will not receive a refund
- All Camps, Excursions and Incursions are fully self-funded.
Where payment has been made for a Camp or Excursion refunds will be on the following basis:
 - On site activities and Incursions at the College will not be refunded in the case of absence or withdrawal.
 - One day excursions will not be refunded in the case of absence or withdrawal.
 - Where the child withdraws from the Camp prior to the booking of the camp accommodation (3 weeks prior to the camp) the refund will be 100% of the amount paid.
 - Where the child withdraws from the Camp after the booking of the camp accommodation and activities (3 weeks prior to the camp) a refund will not be provided unless there are extenuating circumstances and approved by the Business Manager.
 - If the child is withdrawing due to illness, a full refund will be provided if a medical certificate is supplied. Insurance for whole year level camps will be provided by the College, therefore the refund will be reimbursed by VMIA Insurance.

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

Yours sincerely,

David Clift
Principal

FROM THE DEPARTMENT OF EDUCATION :

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.

We are very proud of the quality of the programs we have in place to cater for the needs and interests of our students. On an annual basis School Council prepares a budget to provide resources for educational programs, administration, facilities development, and maintenance. Our income is currently funded from two primary sources:

- **Department of Education & Training (DET) Student Resource Package (SRP)** to pay for school administration, utilities and services, staff salaries, urgent works & maintenance, cleaning, specific programs and general school operations.
- **The payments and contributions provided by our parent community are an essential component of funding.**
Locally raised funds are a major source of our educational and school program funding and this comes from
 - Student Requisites and Curriculum payments (parent payments)
 - Regular Fundraising and Grant writing.
 - Proceeds from our Swimming Pool Operation, Canteen and Uniform shop

School Council has spent time considering the College's financial position. The payments listed in this booklet are the minimum amount considered essential to enable School Council to continue providing the high-quality standards that we have come to expect at Warrnambool College.

Warrnambool College collects family payments to provide **essential student learning items**. Below is a list of items and activities which are essential for your child to learn the standard curriculum. The College purchases many of the items below as they are very difficult to access by the public. However, you may choose to purchase appropriate items externally or to provide your own instead of purchasing them from the College. Please indicate which items you would like to purchase on the table below:

These items are essential to support instruction in the standard curriculum program and include:

Essential Student Learning items	Amount
ID card	\$ 10
English readers notebook	\$ 25
Digital Subscription - Maths Pathways program	\$ 65
Digital Subscription - Ed Perfect program	\$ 30
Digital Subscription - Edrolo program	\$ 30
Incursions and Excursions, as explained below	\$150
Consumables for art – including craft paper, paint, glue etc.	\$ 40
Consumables for technology – including wood, glue etc.	\$ 40
Consumables for food and cooking classes – including flour, eggs, butter	\$ 40
Consumables for PE/Outdoor Ed – equipment, insights	\$ 40
Consumables for Humanities subjects - maps, display books & wallets	\$ 40
Consumables for Science subjects – lab coats, protective eye wear	\$ 40
Total	\$550

Incursions/Excursions - \$150.00

At Warrnambool College we split our Essential Charge into 2 components to assist our families who are eligible for the Camps, Sports and Excursions funding as these items may be covered by the CSEF.

Incursions/excursions covers curriculum activities associated with, but not part of instruction in the standard curriculum program such as : excursions for drama performances by the Melbourne Theatre group, House activities & celebration days, cultural in/excursions, transport to swimming sports and athletics. This will include local excursions within the town for whole class curriculum activities to venues such as the Art Gallery, Deakin University, Careers Program industry visits, Lighthouse theatre, Law courts, Police Station, Lake Pertobe for Science and Humanities events and Tower Hill.

Optional School Items are items which are offered on a user-pay basis and which parents and guardians may choose whether your child accesses or participates in (for example: Careers/pathway plans, the school magazine, Sporting Pathways Program, Instrumental Music lessons, sporting academies, camps & excursions etc). These items and activities are designed to broaden the school experience for your child. These items are in addition to the standard curriculum program and are offered to all students.

Optional Items	Amount
Offshore Magazine	\$ 20
Instrumental Music charge	\$200
Instrumental Music Hire Charge	\$180
Sporting Pathways Program, for those students participating in this program	\$900

Voluntary financial contributions are those items and services that parents, and guardians are invited to make to the school. Parent contributions to the voluntary payments are essential to maintain the quality of education that is provided at Warrnambool College. Warrnambool College continues to welcome your voluntary contributions to support our school and strongly encourage parent support of our program. These payments as listed below are on our Compass Parent Portal. You can make a voluntary contribution to any of the specific priorities outlined in the table below, providing additional activities and services for all students.

Voluntary contributions	Amount
Printing credit for students	\$10
Exam guides and practice exams	\$20
Access to enhanced Web filtering	\$25
Provision of locker	\$25
IT provision and support	\$80
Wellbeing Support by our Counselling team	\$25
Health, support of the health program	\$25
Improvement to the grounds	\$25
Provision of facilities improvement	\$25

Larger contributions are welcomed to our building and grounds beautification trust fund or contributions to a library trust fund (these trust funds are approved by the Australian Taxation Office and are tax deductible).

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.

The difference between our packages of Compass and CASES21:

Each month we will send you home a statement from CASES21 to ensure you are aware of your overall financial situation with the College.

CASES21 is the Education Departments finance package which we are required to use. It is the overall record of your family account balances. This package provides the history of your charges and payments and is here that any credits you may be entitled to are listed: Eg: refunds, CSEF, centrelink credits.

Compass is the package we use to communicate with families and provide a convenient, pay anytime option for families to eliminate the need for cash and also for families to come into the College.

Compass records all payments received through Compass pay, it does not have a record of your credits or payments received via any other method, eg: Bpay, cash, eftpos receipts.