

Dear Parent/Guardian,

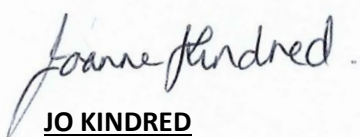
Portland Secondary College is looking forward to welcoming your child in 2022 and would like to advise you of Portland Secondary College's voluntary financial contributions for 2022. We make every effort to keep the cost of items and activities to a minimum and affordable for all parents.

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 our students. We want to thank you for all your support, this makes a huge difference to our school and the programs we can offer.

Under the Department of Education and Trainings [Parent Payment Policy](#), Victorian Government Schools are required to provide transparent information to their school community on voluntary parent contributions. Please find below our parent payment arrangements for 2022.

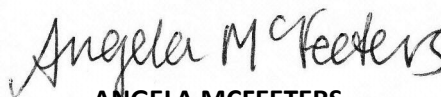
The Department's [Parent Payment Policy](#) is also presented as a one-page overview.

Yours sincerely,



**JO KINDRED**

Principal



**ANGELA MCFEETERS**

School Council President

<i>Year 12 Curriculum Contributions.</i>	\$200.00
Year 12 classroom consumables, materials & equipment <ul style="list-style-type: none"><li>• Ancient History - writing books</li><li>• Chemistry - posters, butchers paper, poster paper, lab glasses, gloves, edrolo</li><li>• English - poster materials, card stock, paper, glue, paint, textas</li><li>• Food Studies - flour, butter, fruit, vegetables, meat, rice, pasta, sugar</li><li>• Health &amp; Human Development - practical exam materials, SAC materials, Edrolo</li><li>• Legal Studies - poster materials, card stock, paper, glue, paint, textas</li><li>• Further Maths - print out notes</li><li>• Maths Methods - print out notes</li><li>• Outdoor &amp; Environmental Studies - practical exams, SACs materials, Edrolo</li><li>• Physical Education - practical exams, SACs materials, Edrolo</li><li>• Physics - booklets, posters, paper, Edrolo</li><li>• Product Design &amp; Technology Wood – materials for project of choice</li><li>• Psychology- Practice Exams resources poster supplies, (card stock, glue, paint)</li><li>• Studio Arts - Cartridge Paper, grey lead pencils, Fine liner, water colour paper, colour paper, news print paper, Acrylic Paint, Masking Tape, wire, glue, lino ink, etching ink, acetate, clay, water colour paint</li><li>• VCAL: Intermediate Literacy - poster materials, card stock, paper, glue, paint, textas</li><li>• VCAL: Intermediate Numeracy - poster materials, card stock, paper, glue, paint, textas, cooking ingredients, timber, glue, nails</li><li>• VCAL: Personal Development -</li><li>• VCAL: Work Related Skills - poster materials, card stock, paper, glue, paint, textas, excursions to industry Visual Communication &amp; Design - cartridge paper, fine liners, textas, grey lead pencils, colour pencils, acrylic paint</li></ul>	\$195.00
Year 12 printing and photocopying of worksheets and learning materials	\$5.00
<b>Total Amount</b>	<b>\$200.00</b>

## Extra-Curricular Items and Activities

Portland 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 in order to deliver the Curriculum. These are provided on a user-pays basis.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>Year 12 camp</i>	<i>To be advised</i>	
<i>Optional Year 12 Interschool Sports program</i> The cost of these are determined for each sport that your child qualifies for.	<i>To be advised</i>	
<i>Optional Year 12 private music lessons</i>	<i>To be advised</i>	
<i>Other optional Year 12 camps and excursions to be scheduled</i>	<i>To be advised</i>	
<b>Total Extra-curricular Items and Activities</b>		<i>To be advised</i>

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief Uniform Pack

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Kristine Barker or Vicki Taylor  
Ph: 03 55231344 | Email: [Portland.sc@education.vic.gov.au](mailto:Portland.sc@education.vic.gov.au)

## Total

Category	
Curriculum Contributions	\$200.00
Other Contributions	\$0.00
Extra-Curricular Items and Activities	\$ Other as advised

## Payment methods

- Compass Pay – quick and convenient payment via the Compass app. If you would like to arrange an individualised payment plan for the Curriculum Contribution contact our office.
- Direct to our office
- Centrepay agreements
- Direct Deposit: Bank Australia BSB 313 140 A/c 12067508

Please call the General Office on 03 55231344 to discuss payment options available to you

## 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.