

28<sup>th</sup> August 2023

Dear Parent/Guardian,

Lara Secondary College is looking forward to another great year of teaching and learning and would like to advise you of Lara Secondary College's voluntary financial contributions for 2024.

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, 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 create and build a better learning environment for the students over the past few years by providing outstanding facilities, services and programs such as:

- Modern outside Basketball Courts
- Upgraded landscaping within the College grounds
- Painting & maintenance of all College buildings
- Modern classroom learning technology facilities
- Computer Labs with Mac Desktops
- Access to student welfare programs
- Specialist software programs
- Student ID cards
- Athletics & Swimming carnivals
- Printing and photocopying of learning materials
- Motivational learning programs & Keynote speakers
- Structured student leadership programs (Years 7-12)

Such development and support from families connected with the college over the past few years has enabled us to provide an outstanding secondary curriculum program for our students from Years 7 – 12. It has also contributed to raising our profile within the local community as one of the most preferred Government Secondary Colleges in Geelong. I therefore wish to thank all families in anticipation of their ongoing financial support of the College.

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

Yours sincerely,



Luke Skewes  
Principal



Leanne Nelson  
School Council President

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum <b>(Section A)</b>		<b>Amount Yr11 VCE</b>	<b>Amount Yr11 VM</b>
<b>Whole School Events</b>	Whole School Athletics / Swimming Carnival Days - entry and transport (CSEF can be used for these activities)	\$15.00	\$15.00
<b>Year 11 VCE</b>	6 x Year 11 Subjects @ \$20.00 each	\$120.00	
<b>Year 11 VM</b>	4 x Year 11 VCE/VM Subjects @ \$20.00 each (\$80.00) School based project (\$40.00)		\$120.00
<b>ICT</b>	Provision and upkeep of school devices, peripherals and support	\$20.00	\$20.00
<b>Elevate Education Seminars</b>		\$40.00	\$40.00
<b>Year 11 Printing and Photocopying</b> of Worksheets and Learning Materials (all subject areas)		\$40.00	\$40.00
<b>Year 11 Student ID Card</b> To be issued at school – Student ID card which is integrated with Compass		\$5.00	\$5.00
<b>Total Curriculum Contributions (Section A)</b>		<b>\$240.00</b>	<b>\$240.00</b>

<b>Other Contributions</b> for non-curriculum items and activities <b>(Section B)</b>	<b>Amount Yr11 VCE</b>	<b>Amount Yr11 VM</b>
Compass Student and Parent communication Program	\$20.00	\$20.00
<b>School Sports Victoria Membership</b> (covers costs associated with students participating in Interschool sports at regional and state levels ie hire of referees, venue costs, etc)	\$12.00	\$12.00
<b>Student Wellbeing Programs / Activities</b> Motivational / Guest speakers Wellbeing Programs / Health Day	\$10.00 \$20.00	\$10.00 \$20.00
<b>Road Safety Seminar</b>	\$30.00	\$30.00
<b>Locker</b> - maintenance and upkeep of student lockers	\$10.00	\$10.00
<b>First Aid Equipment</b> (assists in replenishing supplies used in giving aid to students who are unwell and/or injured)	\$6.00	\$6.00
<b>Total Other Contributions (Section B)</b>	<b>\$108.00</b>	<b>\$108.00</b>
<b>Total Contributions Amount (Section A &amp; B):</b>	<b>\$348.00</b>	<b>\$348.00</b>

Other Contributions for non-curriculum items and activities (Section C)		Amount
<b>Library maintenance and Enhancement</b> – Supports purchase of Additional Library Resources	<b>Example of amount to pay</b> \$10.00 \$20.00 \$50.00	
<b>School Grounds Maintenance and Improvements</b> (supports the school's vision on creating and maintaining great outside areas for the students to enjoy ie. Shade Sails, outdoor furniture, new trees & plants, etc)	<b>Example of amount to pay</b> \$20.00 \$50.00 \$100.00	
<b>Total Contributions Amount (Section C):</b>		\$
<b>Total Contributions Amount (Section A, B &amp; C):</b>		\$

### Educational items for students to own

Please refer to the Year 11 Booklist for textbooks and stationery items Lara Secondary College recommends you purchase for your child to individually own and use.

These items are available to purchase via:

**Campion** - [www.campion.com.au](http://www.campion.com.au)

Parents/Carers have the option to purchase the booklist items from another business and/or provide their own. If you choose to do this, you are asked to consult with the school to ensure your child has the correct items.

### Extra-Curricular Items and Activities

Lara 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 (Section D)	Amount
School Magazine / Yearbook	\$21.00
Combination Lock	\$18.00
<b>Year 11 Food Studies</b> (Additional) - Includes but is not limited to various meat cuts, fruit & vegetables, packaging etc.	\$190.00
<b>Year 11 Product Design Technology – Wood</b> (Additional) - Includes but is not limited to costs for construction of a student's individual choice of detailed project	\$100.00
<b>Year 11 Indonesian</b> (Additional) – Education Perfect Program – Online learning support Subscription	\$30.00
<b>Year 11 Outdoor Education</b> (Additional) (CSEF can be used for these activities)	\$600.00
Year 11 VCE/VM Job Skills Development (Job Camp)	\$70.00
Optional Year 11 Private music lessons (\$125 per Term)	\$500.00
Optional Year 11 Group music lessons (\$75 per Term)	\$300.00
End of Year KLA Activities (CSEF can be used for these activities)	TBA
Optional Year 11 Interschool Sports Program (CSEF can be used for these activities)	TBA
Other optional Year 11 camps and excursions to be scheduled (CSEF can be used for these activities)	TBA
<b>Extra-Curricular Items and Activities (Section D)</b>	<b>\$</b>

Contributions by Category	Suggested Amount
Curriculum Contributions (Section A)	\$
Other Contributions (Section B)	\$
Other Contributions (Section C)	\$
Extra-Curricular Items and Activities (Section D)	\$
<b>TOTAL (All Sections)</b>	<b>\$</b>

## Financial Support for Families

Lara Secondary College appreciates that families may sometimes experience financial difficulties in meeting requests for contributions. A range of support options are available to assist parents, including:

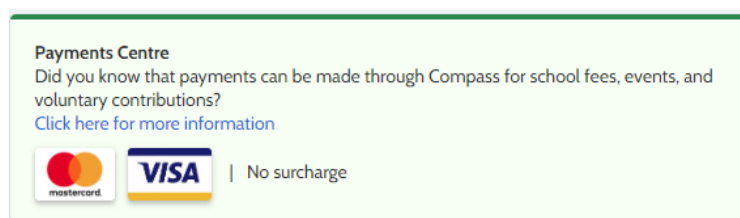
- the Camps, Sports and Excursions Fund.
- State Schools Relief (SSR).
- Payment Plans are available for Extra Curricular Items and Activities. Flexible arrangements for voluntary contributions can also be negotiated (if requested).

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

*The Main Office* Ph: 03 5282 8988 | Email: [lara.sc@education.vic.gov.au](mailto:lara.sc@education.vic.gov.au)

## Payment arrangements and methods

1. **Campion** - via the online booklist at [www.campion.com.au](http://www.campion.com.au) or in store (School preferred method).
2. **Compass Billing** – through Compass Payments Centre on your Dashboard.



3. **Cash** – payments can be made in person at the school office.
4. **EFTPOS** - payments can be made in person or by phoning the school office.
5. **Centrepay** (Only available to holders of Centrelink Benefit Cards).

Payments can be made by instalments at any time through Compass Billing or through the Office.

## 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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.