

Secondary School Year 7 2021 Parent Payment Schedule

Dear Parents, Guardians and Carers,

The Department of Education has reorganised the way families pay fees this year to ensure that costs are allocated to key items that are part of the school's programs.

Below is the 2021 fee schedule for *Year 7*. Collingwood College makes every effort to keep the cost of Essential Education Items and activities to a minimum and affordable for all parents. We seek your support for Voluntary and Optional Contributions, so that Collingwood College can maintain the high quality of our programs.

Essential Student Learning Items

Below is a list of items and activities which are essential for your child to learn the standard curriculum. These items cannot be purchased independently as providers deal directly with schools.

Please note: Additional school charges may arise during the year such as excursions, camps and in house performances. These charges will be notified to parents as early as possible by teaching staff and through Compass.

A separate stationery and equipment list is enclosed.

Essential Student Learning Items	Amount
Student ID Card	\$15.00
Online Subscriptions	\$20.00
Items which are consumed or brought home by each student; food ingredients for Food Technology, wood, metal for Technology subjects and materials for Art, Design and Music subjects e.g. Paint, clay, special papers	\$120.00
Curriculum excursions and incursions: Health & PE, Wellbeing, Careers, ICT	\$20.00
Sports Uniform-Polo shirt; <i>to be worn for PE, please return attached order form</i>	\$35.00
School Sporting Events that students are expected to attend	\$20.00
TOTAL	\$230.00

Voluntary Contributions

Your Voluntary Contributions are directly related to classroom learning and all our school's important priorities for 2021.

Voluntary Contributions	Amount
General subject contributions towards classroom materials, class sets and school equipment including booklets	\$180.00
TOTAL	\$180.00

Essential Student Learning Items \$230.00

Voluntary Contributions \$_____ or add \$180.00

TOTAL \$410.00

Optional Items

These are items, activities or services that are offered in addition to support instruction in the standard curriculum programs. These are provided on a user pay basis so that if parents choose to access them for students, they are required to pay for them. The non-strings and strings instruments on offer include, voice, drums, guitar, piano, woodwind (flute, clarinet, saxophone) and brass (trumpet, trombone). Ensembles are also available for secondary students and these include choir, senior strings orchestra, wind, world music and small ensemble. Enrolment and fees for ensemble groups will be by semester.

Optional Contribution – Instrumental Music	Group	Individual
Strings	\$781.00	\$1171.00
Non-Strings	\$586.00	\$1171.00
Ensembles	\$136.00	

See attached enrolment forms for participation in the program.

Financial Support for Families

Collingwood College understands that some families may be experiencing financial difficulty. We offer help with a range of support options, including:

- The Camps, Sports and Excursions Fund (CSEF)
- Payment plans tailored to individual needs
- State School Relief Fund which provides assistance with clothing/stationery items for our families in need
- Support from our wellbeing team to access assistance from outside services
- Concessions are available for families with three or more children at the school

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Kristina Smith – 03 9417 6681 – kristina.smith@education.vic.gov.au

Payment Methods

Several payment methods are available including BPay, Compass, in person or by phone. Payment plans can be established on Compass or individually with accounts receivable (Kristina) at the school. Further details of payment methods and options are attached.

For further information on the Department of Education’s Parent Payments Policy please see the one page overview attached.

Available payment methods:

Option A **BPay** – Your BPay number is located on the bottom of your family statement. Please email the school at collingwood.co@education.vic.gov.au at the same time of payment to let us know what you’re paying for. If you cannot locate your BPay number please contact the office.

Option B **Compass** – This form of payment is done through the Compass Parent Portal.

Option C **In person or by phone** – Using cash, credit card, cheque – Payable at the front office.

Option D **Credit/Debit card in full** – Return this form to the General Office.

All Essential Student Learning Items are payable in full by 12th March 2021. Alternatively you can opt into a payment plan of monthly instalments. This plan is available on Compass.

Alternatively you can set up an individual payment plan with the College.

Please contact Kristina at the office if you wish to take up this offer.

Please indicate to the school by the 7th December 2020 your intended payment method.

Card Type Visa / Master Card (Please circle selected card type)

Card Number _____

Card Expiry Date ____ / ____ CCV Number ____ ____ ____ (last 3 digits on signature line)

Full Name on Card _____

Amount to be debited \$ _____

Cardholder’s Signature: _____

Student Name _____ Class _____

Payment For _____

CASES21 CODE:

OFFICE USE: Transaction completed by: _____ Date: _____

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Collingwood College is accredited under the Department of Education and Training’s CRICOS registration (Department of Education and Training 00861K)

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW

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.