 **Year 7 Parent Payment Schedule**

Name of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Woodmans Hill Secondary College is looking forward to another great year of teaching and learning and would like to advise you of Woodmans Hill Secondary College’s parent payment arrangements for 2021. Please complete this form and return it to the school by 4th December 2020 so the school can prepare accordingly.

For 2021, the Woodmans Hill Secondary College Council has approved the use of Equity funding to subsidise each Year 7 student with a start-up stationery pack that will contain all the basic items needed to commence studies (contents listed below). The aim of this is to ensure that no student is disadvantaged at the start of the school year and to ease the financial load on families.

You will be emailed by the College a ‘Student Enrolment Details’ print-out to check that all details entered to our system are correct and up to date. Parents are asked to sign and approve all details are correct or advise necessary changes via email. Families are also encouraged to email the school on [woodmans.hill.sc@education.vic.gov.au](mailto:woodmans.hill.sc@education.vic.gov.au) any last minute questions prior to the start of the school year.

Woodmans Hill Secondary College makes every effort to keep the cost and number of items that need to be purchased to a minimum. We also try to ensure that the costs are affordable for all parents. If you will have difficulty making payments please make an appointment to speak to our Office Manager to discuss possible support options and flexible payment arrangements. Any information about your financial circumstances, payment arrangements or status will be kept strictly confidential.

**ESSENTIAL EDUCATION ITEMS**

Below is a list of items and activities that are essential for your student to learn the standard curriculum.

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Specifications** | **Cost** | **✓** |
| General Charge | Student Planner  Technology/ Art model costs  Excursion Costs – Humanities, HAPE\*  Starter Pack | $115 |  |
| Year 7 Camp\* | Costs cover transport, accommodation, activities and food. (CSEF may be used to cover some of this cost) | $340 |  |

Note: Parents may choose to provide or purchase some items themselves. If you choose to do this you must consult with the school so that your child has the right items. There may be some items or services you cannot purchase yourself.

**OPTIONAL EXTRAS**

Woodmans Hill Secondary College offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience of your student. If you would like to purchase an item or activity, please indicate on the table below.

|  |  |  |
| --- | --- | --- |
| **Item** | **Cost** | **✓** |
| Instrumental Music | $80 |  |
| Instrumental Music Equipment Hire | $75 |  |

CSEF is available to eligible families to pay items marked with an \*

*Note: Additional school charges may arise during the year. E.g. Excursions*

**VOLUNTARY FINANCIAL CONTRIBUTIONS**

Woodmans Hill Secondary College continues to welcome your voluntary contributions to support our school.

You can make a general voluntary contribution that goes towards all of our school’s important priorities for 2021 as well as providing additional activities and services for all students.

|  |  |  |
| --- | --- | --- |
| **Item** | **Tax Deductible** | **Amount** |
| General Contribution | No |  |
| Computer Support | No |  |

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.

**PARENT PAYMENT CHARGES**

Essential Education Items Amount $

Optional Extras Amount $

Voluntary Financial Contribution Amount $

**TOTAL $ \_\_\_\_\_\_\_\_**

**PARENT PAYMENT ARRANGEMENTS**

Please indicate your preferred method of payment:

Option A - Full amount at the beginning of Term 1 

Option B - Payment at the beginning of each Term 

Option C - Half yearly payment 

Option D - Other payment arrangements\* (ie. Split fee for separated families) ****

\* (If selecting Option D please make an appointment with the school to discuss your circumstances and the available options)

**Payment Methods Available:** Cash, Mastercard, Visa, Centrepay, BPay, Direct Debit, QKR

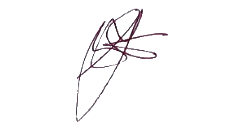
For families who hold a health care card, the Camps, Sport and Excursion Fund (CSEF) may be accessed for some charges. If you wish to claim CSEF, the CSEF claim form must be completed before 31st May 2021.

**Starter Stationery Pack Contents:**

Blue Pen, Red Pen, Black Pen, Eraser, Glue Stick, Highlighter, Pencil Case, HB Pencil, Pencil Sharpener, A4 Binder Book.

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

Yours sincerely,

Stephan Fields Emma Carter

**Principal** **School Council President**