

EAST DONCASTER SECONDARY COLLEGE
PARENT PAYMENT ARRANGEMENTS 2024

Dear Parent/Guardian,

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

Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer high quality and successful academic and co-curricular programs. Your financial assistance enables us to enrich and extend the learning experiences of our students by offering enhanced curriculum and a wider range of subjects which meet the diverse needs of our 1850+ students such as instrumental music, literacy and numeracy programs, outdoor education and technology subjects.

Recently, the contributions of parents have allowed us to provide wider digital learning opportunities, faster WiFi and internet and resurfacing of our middle and upper courtyards. Donations to the Library and Building Funds are tax deductible. This support has enabled us to build a purpose-built VCE Centre (The John Landy Centre), a high quality Performing Arts Centre, Sports Centre and Wellbeing Centre (The Phillip Gardiner Centre).

With further fundraising efforts, we plan to extend the John Landy Centre to become a centre for Year 11 and 12 students, renovate our Mathematics and Art buildings and further redevelop our outdoor spaces to provide better learning spaces and resources for our students.

With the generous contributions of parents, we are also able to employ additional staff to support our students, improve our technology in the classroom and maintain the grounds and environment. All these things contribute to making East Doncaster Secondary College a school that excels.

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

Yours sincerely,

John Roberts
Principal - Executive Officer
East Doncaster Secondary College Council

Educational items for students to own

For some educational items (e.g. stationery, text books), it makes sense for parents to purchase them from a third-party provider for your child to individually own and use. The school considers the necessity of these items, the cost and preferred suppliers.

For a list of items that are required by students for their learning, we recommend you purchase from Campion at <https://www.campion.com.au/> and the Resource List code is **XTB4**.

Payment Methods

Payments can be made through the Compass Parent Portal or directly to the College via credit card or cash using the College Payment Envelope. **If you are not paying via Compass, please ensure you return a copy of the completed Parent Payment Arrangements form with your payment.**

Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)
- Payment plans for Extra-Curricular Items and Activities
- State Schools Relief (SSR)

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

Ph: 9842 2244

Email: parentpayments@eastdonsc.vic.edu.au

Refunds

Refunds are to be reviewed on a case-by-case basis. Refunds will be issued where it is reasonable and fair to do so, eg. if the College has not incurred a cost or the student has not taken possession of an item. If the College has incurred costs, the school will take into consideration the Financial Help for Families Policy and relevant arrangements, including support for families experiencing hardship. Parents/Guardians will be required to complete the EDSC Refund Request form for all refund requests.

Requests for refunds for payments made to the school, other than Parent Payments, will be set at a minimum of \$50.

Amounts less than \$50 will be credited to the family account to be used against future camps/excursions/activities. The discretion of the Principal will apply for payments to families eligible to receive CSEF to ensure that they are not out of pocket if a refund is requested.

Administrative fees will be charged as follows:

Refunds between \$50-\$100	- \$5 fee
Refunds between \$100-\$500	- \$10 fee
Refunds over \$500	- \$20 fee

Philanthropic Contributions

East Doncaster Secondary College continues to welcome your contributions to support our school. Philanthropic contributions by individuals or businesses may be recognised formally by the College in consultation with the Principal and School Council.

School Council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building and Library Funds and a receipt will be issued for all donations to these funds.

For further information on the Department's Parent Payment Policy please refer to <https://www2.education.vic.gov.au/pal/parent-payment/policy>.

We seek your cooperation with our Parent Payments by **Monday 29 January 2024**.

We thank you in anticipation and look forward to continuing an enjoyable and rewarding relationship with your child and your family.



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.