



SURF COAST SECONDARY COLLEGE
PARENT PAYMENTS GUIDE
YEAR 7 2019

STRIVE | UNITE | RESPECT | FLOURISH

INTRODUCTION

Underpinning Surf Coast Secondary College's vision for excellence is a commitment that all students have access to the opportunities to succeed in life, regardless of their background or circumstance, and that no-one is left behind. This enables an approach to educational achievement, engagement and wellbeing which draws on the best evidence and is responsive to local circumstances and need.

Our school works in close partnership with parents/guardians and the broader school community to provide the best educational opportunities and outcomes for students both inside and outside the classroom. Through this partnership, parents/guardians understand that the contribution they make to their children's education, in all its various forms, has an important role in enriching the school's learning and teaching program and improving educational outcomes. The commitment from parents to contribute benefits students and results in improved achievement outcomes, wellbeing and engagement in learning. This is why parent/guardian contribution is highly valued by our school community.

Our school continues to design and develop the learning and teaching programs drawing on the best educational knowledge and practices and strive to offer broad and enriched opportunities to students that are above and beyond what is required in the standard curriculum. Learning and teaching programs may vary to reflect the priorities, decisions and needs and this, in turn, informs the fees set by School Councils.

Surf Coast Secondary College is committed to creating a positive, connected school community and implementing good practices form part of this commitment. With regard to parent payments, this includes consideration of how parent payments are set, clearly communicating how decisions are made and recognising that some families experiencing hardship may need additional consideration and support.

Our school will establish clear expectations and provide supports that promote inclusion and strengthen partnerships with parents/guardians and the school community to continue improving student outcomes, wellbeing and engagement.

Free instruction includes learning and teaching, instructional supports, administration and facilities required to provide the standard curriculum program. The standard curriculum program includes core learning and teaching activities associated with the eight key learning areas. The standard curriculum for years F-10 means the implementation of the Victorian Curriculum F-10. The standard curriculum for senior secondary schools means a program that enables a student to be awarded a VCE or VCAL qualification.

The Department allocates funding to schools through the Student Resource Package (SRP). This includes funding for the standard curriculum program, including associated administration, equipment, facilities and operational costs. The Act also empowers School Councils to charge parents for items that the school provides or makes available to the student. The items may be categorised as either Essential Student Learning Items or Optional Items. School Councils may also ask parents to make a voluntary financial contribution to the school for a stated purpose.

POLICY

School councils are responsible for developing and approving a school-level parent payment policy that ensures:

- all students have access to the standard curriculum program
- it covers the three parent payment categories i.e. essential education items, optional extras or voluntary financial contributions
- the school does not withhold access to enrolment or advancement to the next year level as a condition of payment for any of the three categories
- items that students consume or take possession of are accurately costed
- cost is kept to a minimum
- payment requests must be clearly itemised within each category
- parents/guardians are given the option of purchasing equivalent essential education items themselves, in consultation with the school
- students are not treated differently, denied access to the standard curriculum program, refused instruction or disadvantaged on the basis of payments not being made for education items, services or voluntary financial contributions. For example if parents/guardians choose for their children not to attend a compulsory excursion/camp an alternative option needs to be provided.
- the status and details of any payments or non-payments are confidential
- parents are provided with early notice of payment requests (e.g. a minimum of six weeks' notice prior to the end of the previous school year)
- payment may be requested but not required prior to the commencement of the year in which the materials and services are to be used
- it meets the community's expectations and is provided to parents.

What can schools charge for?

The Education and Training Reform Act 2006 provides for instruction in the standard curriculum program to be free to all students in government schools.

School Councils are responsible for developing and approving school-level parent payment charges and can request payments from parents under three categories only- Essential Student Learning Items, Optional Items and Voluntary Financial Contributions.

Essential Student Learning Items are those items, activities or services that are essential to support student learning of the curriculum. These are items that the school considers essential for all students and which students take possession of. Parents may choose to provide the items themselves or buy the items from the school where practical and appropriate.

Optional Items are those items, activities or services that are offered in addition to or support instruction in the standard curriculum program. These are provided on a user-pays basis so that if parents choose to access them for students, they are required to pay for them.

Voluntary Financial Contributions - Parents can be invited to make a donation to the school for a general or specific purpose, e.g. school grounds projects, library fund or for new equipment. Surf Coast Secondary College does not hold a DGR status therefore donations are not tax deductible.

Communication with Families

Families will be provided with a copy of their College account via email no more than once per month unless otherwise requested by the parent/guardian.

The College will ensure that all requests for payment are fair and reasonable.

Requests, letters and invoices / statements for student materials and services will be accompanied by the following information:

- A description of each of the three parent payment categories
- Details of what parents/guardians are being asked to pay for
- Where appropriate that parents are required to provide essential education items for their children, and have the option of purchasing these through the school or through a local supplier
- The availability of alternative payment options and an invitation to contact the College's Business Manager if the parent/guardian wishes to discuss these

A copy of the School Council endorsed Parent Payments Policy is available on the College's website and a hard copy will be made available to any family upon request.

Parents/guardians may contact the College's Finance Team via phone, in person or by email at accounts@scsc.vic.edu.au to make general enquiries about the charges on their accounts. Any complaints can be addressed to the Finance Team and if needed will be referred to the Principal.

Privacy

The status and details of any payments or non-payments by parents/guardians or students are to be kept strictly confidential and only communicated to those who qualify under 'need to know' guidelines. School Council will be updated on collections by the presentation of a percentage received only.

Under no circumstances should staff read out the names of students who have not paid their general charges, subject material charges or activity charges.

Consideration of Hardship

The College will provide opportunities for all families experiencing financial difficulties to enter into alternative and confidential payment plans through contact with the Principal, Business Manager or Finance Manager. The Finance Team can be contacted on 03 5261 6633 or in person during school hours or via email at accounts@scsc.vic.gov.au.

Family support options may include:

- Camps, Sports and Excursions Fund (CSEF) for eligible families
- State Schools Relief (for support with uniform items for eligible families)
- Other local community supports

Making a Payment

Payments can be made directly to the Administration Office using cash, cheque or EFTPOS. All payments over \$5 will be issued a receipt. Receipts for transactions under \$5 will be issued upon request.

Families also have the option to make a payment using:

- BPay
- Direct Credit into the College's Account
- Centrepay

Families paying by BPay are asked to ensure they enter their family ID code along with a detailed reference of the charge being paid. The College will also ask families to forward the remittance advice from their family statement with the charges being paid clearly marked.

Qualifying families have the opportunity to make payments by accessing Centrepay deductions through Centrelink. Centrepay is a direct bill paying service offered to customers receiving payments from Centrelink. Through Centrepay, families can choose to pay their school charges by having a regular amount deducted from their Centrelink payments. Centrepay is completely voluntary.

Payment Plans

If you are experiencing financial hardship, we are able to establish an alternative payment arrangement for you. If this applies to you, please contact the College Finance Team on 03 5261 6633 during school hours before Friday, 27th of July 2018. All alternative payment arrangements are kept strictly confidential.

*STUDENT CHARGES 2019 - YEAR 7

ESSENTIAL EDUCATION ITEMS	
<p>STUDENT MATERIALS CHARGE</p> <p>This charge covers the cost of essential items and services that are provided to students on an individual basis:</p> <p>\$60 – Art (art kit, paints, pencils, paper etc)</p> <p>\$60 – Food (consumables)</p> <p>\$40 – Materials Technology (wood, metals, plastics, fabrics)</p> <p>\$40 – Printing Allocation</p> <p>\$10 – FUSE Materials</p> <p>\$40 – Science Materials</p>	\$250.00
<p>*STUDENT ACTIVITY CHARGE</p> <p>This charge covers the cost of compulsory activities that students are expected to attend as an essential part of their studies.</p> <p>*Please note that there may be opportunities for students to participate in other activities throughout the year that may require additional payment.</p>	\$80.00
OPTIONAL EXTRAS	
<p>INTER SCHOOL SPORTS CREDIT AND/OR EXCURSIONS / ACTIVITIES CREDIT</p> <p>Families may elect an amount to pre-pay on their account to be used for inter school sport events or excursions and activities that arise throughout the year. These amounts appear on your account as credits (for example -\$50.00) and will be allocated to sports or excursions charges as directed by the family.</p>	
<p>OTHER EXTRAS</p> <p>Throughout the school year you may find that you will have the opportunity to purchase extra services or materials. These may include (but are not limited to):</p> <ul style="list-style-type: none"> · School Photographs · Charges for additional school based events / activities · Camps / Excursions & Activities (Pay as You Go) · Individual Device Repair Costs · College Yearbook 	
<p>VOLUNTARY DONATION</p> <p>Your generous donation (the amount is your discretion) will assist Surf Coast Secondary College in providing students with a synthetic pitch to replace the existing grass sports field. This is a long-term project for Surf Coast Secondary College with the aim of completing the sports field over a three to four year period.</p>	

**Please note these charges will be reviewed by the College Council in October 2018.*



Shop 12 Surf City Plaza 61 Surfcoast Hwy Torquay Vic 3228 Ph: 5261 5665

SURF COAST SECONDARY COLLEGE - 2018 UNIFORM PRICE LIST AND ORDER FORM

GARMENTS	SIZES	\$	SIZE	QTY
SHORT SLEEVE SHIRT (logoed)	3XS-3XL	\$33.95		
LONG SLEEVE SHIRT (logoed)	3XS-3XL	\$36.95		
ELASTIC BACK SHORTS	62-122	\$45.95		
ELASTIC BACK TROUSERS	62-122	\$59.95		
SUMMER DRESS	6-24	\$69.95		
WINTER SKIRT	12-24	\$69.95		
WOOL BLEND JUMPER (logoed)	3XS-3XL	\$89.95		
OXFORD JACKET (logoed)	3XS-3XL	\$99.95		
BLAZER (logoed)	6-18	\$195.95		
LADIES PANTS	6L-18L	\$44.95		
ACTIVE UNIFORM				
MESH SPORTS POLO (logoed)	3XS-33XL	\$45.95		
MICROMESH SHORTS (logoed)	3XS-33XL	\$32.95		
HOODIE (logoed)	3XS-33XL	\$79.95		
TRACKSUIT PANTS (logoed)	3XS-33XL	\$49.95		
ACCESSORIES				
COLLEGE TIE (optional)	N/A	\$25.00		
ANKLE SOCKS 3PK (white or grey)	VARIOUS	\$15.95		
COMPULSORY BACKPACK (logoed)	N/A	\$79.95		
Surfcoast School Stuff Trading Hours: Monday - Thursday 11am - 5pm, Friday 12pm - 4pm, Saturday 10:30am - 1:30pm				

YEAR 7 CAMP

The Year 7 Camp is a highlight for students and staff as they enjoy three days of adventure at Roses Gap in the Grampians. More information on the camp will be provided at the Information Evening on the 25th of October 2018.

In 2018 the cost for the camp was **\$325.00 per student**. Our staff are aiming to keep the cost as close to this as possible in 2019. The cost is inclusive of transport, food, accommodation, activities and use of equipment.

We recognise this is a significant expense so we do offer a suggested payment schedule for families to pay in instalments over four weeks.

More information regarding the finalised cost and suggested payment schedule will be included in the permission form which is distributed to families in early February 2019.



INTER SCHOOL SPORT



As part of the College's Sport Program, your child may be selected to represent Surf Coast Secondary College in an Inter School Sports team. Sports and activities include:

- Netball
- Volleyball
- Basketball
- Cricket
- Hockey
- Badminton
- Football
- Cross Country
- Swimming
- Athletics
- Table Tennis
- Beach Carnival

In addition, each year Surf Coast Secondary College holds whole school House Swimming & Athletics Carnivals. Although not all students are able to participate in Carnival events, all students are encouraged to attend to cheer on their fellow House members.

Cost: A charge of \$8.00 is payable to cover costs of transport for each activity. The team will travel to and from the venue by bus. This must be paid prior to the date of each activity.

Families may elect an amount to pre-pay on their account to be used for inter school sport events that arise throughout the year. These amounts appear on your account as credits (for example -\$50.00) and will be allocated to sports charges as directed by the family.

IPAD PROGRAM

Important Information - Terms and Conditions

- Once you have submitted this completed form to the College it becomes a binding agreement
- All students must have read and signed the Digital User Agreement before devices are handed over
- The College does not have insurance for these devices. If you would like to insure your device you must do so outside of the College
- At the end of the 3 years the ownership of these devices will remain with the College until all payments have been received in full
- Orders placed for devices in 2019 must be paid for in full by the end of the 2021 school year
- Families must meet the minimum Term repayments as outlined below. If you are experiencing financial hardship please contact the College's Finance Team to arrange a confidential payment plan
- As the device remains the property of the College until such time that it has been paid for in full by the family, the College is within its rights to retain the device at school over the school holidays if you have not met the minimum Term repayments or entered into a payment arrangement with the College's Finance Team
- Payments are due in Week Three of each Term. If you would like to arrange for the College to automatically deduct this from your credit card each Term, please email us at accounts@scsc.vic.edu.au
- Please note that the deposit is due by no later than Friday 1st February 2019. The first Term payment is due Friday 15th February 2019. Unfortunately if you do not make these payments by these dates or have not entered into a payment arrangement, the device will be held at the College.

Option 1 Year 7 2019 - 3 Year Payment Plan

Total Price: \$660.00

Non-Refundable Deposit \$60.00 + Minimum Repayment \$50.00 per Term (2019/2020/2021)

- Apple iPad (6th Gen) 128GB Wi-Fi Space Grey
- Otterbox Defender - Black
- Apple Care + for iPad
- Education Apps (selected by the College)

Option 2: Bring Your Own Device (BYOD) Program

Total Price: \$50.00

- Device must be an iPad Air or later model.
- iPad Minis will not be accepted
- Cellular enabled models cannot be accepted