

Dear parent/guardian,

Greenvale Secondary College is looking forward to another great year of teaching and learning and would like to advise you of our 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 in advance for all your support, whatever it may be, during your time at Greenvale Secondary College. It will make a huge difference to our school and the programs we can offer.

STATIONERY & BOOKLISTS

Families are requested to purchase the designated stationery items and books from the College booklist for each school year. This information is distributed to families in Term 4 each year and will become available on the College Website. We have utilised the booklist as much as possible to keep the financial contributions to a minimum for parents/guardians.

UNIFORM

All students are required to have a full school uniform and it must be worn at all times, to and from school. Please see the College's Uniform Policy for guidelines and procedures around uniform. The College uniform list is provided to families in the enrolment pack and is available from the front office and on the College Website.

LAPTOPS

All students are requested to purchase a laptop as prescribed or provide one of their own. These laptops will work within the College IT Networks and provide the student with the resources to complete classroom work and assessment tasks. For laptops purchased outside of the College program it is the responsibility of the family to ensure it meets the minimum specifications required.

PAYMENT METHODS

Contributions towards the requested payments are essential to maintain the quality of education that we will provide at Greenvale Secondary College. Payments can be made in any of the following ways:

- On Compass through CompassPay
- Cash
- EFTPOS
- Electronic bank transfer (Direct Deposit)
- BPAY

You can also set up a **reoccurring payment plan** (for an amount and frequency of your choice) in Compass. This is useful for families who want to manage cash flow and make regular payments over the course of the school year.

ANY AMOUNT HELPS

If you are not able to contribute per the amounts listed below, you are encouraged to make any dollar contribution that you are able to. Any amount helps contribute to the resources and educational opportunities the College is able to provide to all students.

DONATIONS

The College gratefully accepts any donation funds in addition to the contributions below. Your generosity supports all students and allows the College to provide support to families in financial difficulties.

FINANCIAL SUPPORT FOR FAMILIES

Greenvale 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)
- support to receive States Schools Relief
- Sustainable School Shop
- scholarship applications

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact the Business Manager.

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. For more information, see the Department's [Parent Payment Policy and Guidance](#) and [Financial Help for Families Policy](#).

EXTRA-CURRICULAR ITEMS & ACTIVITIES

Greenvale Secondary College offers some 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 & Activities	Amount
Instrumental Music Program	\$400.00 (*\$100 per term)
Instrumental Music Instrument Hire (excludes voice or if you bring your own instrument)	\$100.00
School Yearbook	\$30.00
Swimming Carnival	\$30
Athletics Carnival	\$25
Year 7 Camp	\$395
Year 8 Camp	\$435
Year 9 Camp	\$340

CURRICULUM CONTRIBUTIONS

Below is a list of items and activities that students use, or participate in, to access the normal curriculum.

Curriculum Contributions	Year 7	Year 8	Year 9
Year 7, 8 and 9 Classroom Consumables, Materials & Equipment <ul style="list-style-type: none"> English - \$10 Humanities - \$10 Mathematics - \$10 Science - \$20 Health & Physical Education - \$20 LOTE - \$10 Mentor and Enhancement - \$20 	\$100	\$100	\$100
Year 7 Only: <ul style="list-style-type: none"> Performing Arts (Music/Drama) - \$20 Visual Arts & Visual Communication & Design - \$20 	\$40		
Year 8 Only: <ul style="list-style-type: none"> Food Technology - \$100 Media - \$20 Design & Digital Technology - \$150 		\$270	
Year 9 Only: <ul style="list-style-type: none"> Elective Subjects – Semester 1 \$100 Elective Subjects – Semester 2 \$100 Connect - \$100 			\$300
Photocopying & Printing of Student Learning Resources <i>(for subjects without a booklisted textbook)</i>	\$25.00	\$25.00	\$30.00
Online Subscriptions: <ul style="list-style-type: none"> EDAPT - \$10 Pivot - \$5 PAT Testing - \$5 OnGuard Safety Training - \$10 	\$30.00	\$30.00	\$30.00
Student ID Card	\$10.00	\$10.00	\$10.00
Student Laptop loaning program	\$5.00	\$5.00	\$5.00
TOTAL	\$210.00	\$440.00	\$475.00

OTHER CONTRIBUTIONS

Below is a list non-curriculum items and activities to support the daily operation and objectives of our College.

Other Contributions	Amount
Student & Parent Communication Tools – Compass, Oliver V5	\$30.00
School Sports Victoria Membership	\$5.00
Enhanced Wellbeing Programs and Support	\$25.00
First Aid Equipment	\$10.00
School Buildings and Grounds Maintenance & Enhancement	\$50.00
Locker Maintenance	\$10.00
Library Fund	\$10.00
TOTAL	\$140.00

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

Yours sincerely,



Mark Natoli
Principal

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 standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAL.
- 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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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 does not 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.