



Dear parent/guardian,

Roxburgh College is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2022.

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 for all your support, this makes a huge difference to our school and the programs we can offer.

We work very hard to ensure that family contributions are kept to a minimum and are requested when providing items beyond the standard curriculum that will enhance your child's experience at school. Within our school this support has allowed us to provide individual models in technology classes, alternative literary options in the library, improved student indoor and outdoor facilities and access to guest speakers and productions including incursions and excursions.

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

Yours sincerely,

Fernando Ianni  
Principal

Leanne Warren  
School Council President

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
<i>Education Items – ALL STUDENTS includes school planner, initial printing credit, workbooks and learning materials, provision of locker.</i>	<i>\$100</i>
<i>STEM Program – Year 7-9</i>	<i>\$30</i>
<i>Food Technology – Year 8-10</i>	<i>\$75</i>
<i>Technology Electives (other than Food Technology) – Year 9 &amp; 10</i> <i>Includes auto, metal, IT, multimedia, furniture</i>	<i>\$50</i>
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<i>Student wellbeing programs, including equipment for lunchtime and after school clubs</i>	<i>\$20</i>
<i>Student indoor and outdoor facilities improvement</i>	<i>\$50</i>

### **Educational items for students to own**

Included is a list of items that the school recommends you purchase from **Campion** for your child to individually own and use. Visit [campion.com.au](http://campion.com.au) and use **YT4F** as your code.

### **Extra-Curricular Items and Activities**

Roxburgh College offers a range of 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.

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
<i>Optional school camps</i>	<i>\$375 approx</i>
<i>Optional Interschool Sports (per event) except State Final Tournaments</i>	<i>\$10</i>
<i>Other optional excursions to be scheduled</i>	<i>TBA</i>

## Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)  
assistance with accessing camps, sports and excursion events
- State Schools' Relief (SSR)  
assistance with uniform and some other educational items
- Scholarships  
Visit <https://www.education.vic.gov.au/parents/learning/Pages/student-scholarships.aspx>
- Centrelink  
Visit [centrelink.gov.au](http://centrelink.gov.au)

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

Ph: 03 9930 8100 | Email: [roxburgh.co.roxburgh@education.vic.gov.au](mailto:roxburgh.co.roxburgh@education.vic.gov.au)

## Payment methods

Electronic payment options are preferred

We accept Cash, Credit Card or Eftpos, Bank Transfer, BPay and Centrepay.

Please contact the school for Bank Transfer and BPay details.

Centrepay is a free payment option provided by Centrelink for families in receipt of a Centrelink payment.

It allows families to select a one off or continuing payment which is deducted from Centrelink benefits. Applications can be made online or over the phone with Centrelink, quoting Roxburgh College's CRN 555-079-095A, or by completing a form at the general office.

## 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, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information. Refunds are only available via bank transfer, and require up to 7 days for processing, we are unable to provide cash or card refunds.

# 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

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.