



WILLIAMSTOWN  
HIGH SCHOOL



8 November 2021

Dear parent/guardian,

Williamstown High School is looking forward to another great year of teaching and learning and would like to advise you of Williamstown High School's 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. However, 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, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to deliver highly valued curriculum experiences.

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

Yours sincerely,

Gino Catalano  
Principal

Katrina McFerran  
School Council President



| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum  | Amount |
|---|--------|
| Year 9 Student ID Card  | \$10   |
| Athletics carnival  | \$10   |
| Year 9 classroom consumables and learning materials: <ul style="list-style-type: none"> <li>• English, HAPE, Humanities, Mathematics, Science – printing and photocopying of worksheets, learning materials and enhanced classroom teaching resources (\$50)</li> </ul>   | \$50   |
| Year 9 Immersion Program – printing, resources for community service, materials for awareness program, guest speakers (\$30)  | \$30   |
| Year 9 Electives - Please make contributions only for the elective subjects that your child is studying in 2022: <ul style="list-style-type: none"> <li><input type="checkbox"/> Creative Woodcraft – electronic components, craft glue, various timber dimensions, wires, plastic pellets (\$55)</li> <li><input type="checkbox"/> Dance – printing, props, costumes, make-up (\$10)</li> <li><input type="checkbox"/> Design Technology Wood – various timber dimensions, plywood, resin, screws, paint, lights, switches plastic for etching (\$55)</li> <li><input type="checkbox"/> Digital Photography iPad and iPhone – photographic paper, iPad and iPhone adaptors (\$10)</li> <li><input type="checkbox"/> Digital Photography Multi Technology – paper, ink for printing (\$10)</li> <li><input type="checkbox"/> Drama – costumes, plays, paper, printing, sets, paint, wood (\$10)</li> <li><input type="checkbox"/> English Literature – printing and photocopying of worksheets and learning materials (\$10)</li> <li><input type="checkbox"/> Fitness – fitness instructors, equipment, printing, subscription to fitness apps (\$10)</li> <li><input type="checkbox"/> Food Technology – ingredients for practical cooking classes (\$80)</li> <li><input type="checkbox"/> French – printing and photocopying of worksheets and learning materials (\$10)</li> <li><input type="checkbox"/> Holocaust Studies – printing and photocopying of worksheets and learning materials (\$10)</li> <li><input type="checkbox"/> Horticulture – various timber dimensions, plywood, decking boards, screws, fasteners, paint, plants, seeds (\$20)</li> <li><input type="checkbox"/> ICT Software Development &amp; Robotics – Lego, electronic components, circuits (\$20)</li> <li><input type="checkbox"/> Indonesian – printing and photocopying of worksheets and learning materials (\$10)</li> <li><input type="checkbox"/> Make a Movie – cameras, iMovie on computer, paper, green screen, movie tripods (\$10)</li> </ul> | \$     |



|  |               |
|--|---------------|
| <input type="checkbox"/> Music Making – paper, printing, musical instruments, computer apps (\$10)<br><input type="checkbox"/> Sculpture – includes wire, cane, tissue, modroc, clay, cardboard, paint, (\$20)<br><input type="checkbox"/> Textiles – assorted fabric, felt, fabric dyes, paints, textas, crayons, glue, thread, filling, craft items (\$20)<br><input type="checkbox"/> Visual Art – paints, printing, canvas, drawing materials, charcoal (\$10)<br><input type="checkbox"/> Visual Communication and Design – paper, card, printing, paint apps (\$10)<br><input type="checkbox"/> Willi Iron Chef – ingredients for practical cooking classes (\$90) |               |
| <b>Total Curriculum Contributions Amount</b>   | <b>\$</b>     |
| <b>Other Contributions - for non-curriculum items and activities</b>   | <b>Amount</b> |
| Locker provision & maintenance   | \$10          |
| Sports Affiliation - School Sports Victoria membership   | \$10          |
| Student and parent communication tools – Compass   | \$10          |
| Student magazine and newspaper resources   | \$10          |
| Student wellbeing programs – Respectful Relationships and School Wide Positive Behaviour Support   | \$30          |
| Environment & Grounds Enhancement Donation (suggested \$25/\$50/\$100)   | \$            |
| Parents & Friends Association Donation (suggested \$15/\$25/\$50/\$100)  | \$            |
| Student Assistance Fund Donation (suggested \$15/\$25/\$50/\$100)  | \$            |
| <b>Tax deductible contribution</b><br><b>Building Fund Donation</b> - A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (suggested \$25/\$50/\$100)   | \$            |
| <b>Total Other Contributions Amount</b>  | <b>\$</b>     |

### Educational items for students to own

Please see the Year 9 Booklist for a list of items that the school recommends you purchase from JP Books for your child to individually own and use.

### Extra-Curricular Items and Activities

Williamstown High School 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.



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| Extra-Curricular Items and Activities  | Amount | Purchase<br>(Please tick) |
|--|--------|---------------------------|
| Year 9 camp  | TBA    |                           |
| Personal student top-up printing credit (\$25/\$50)  | \$     |                           |
| School magazine High Tide (distributed in December 2022)   | \$20   |                           |
| Year 9 Accelerated Sport program per semester<br>(For confirmed Accelerated Sport program students only)   | \$345  |                           |
| Year 9 Instrumental Music program:<br><input type="checkbox"/> Guitar Group (\$440) per semester<br><input type="checkbox"/> Guitar Individual (\$880) per semester<br><input type="checkbox"/> Instrumental - Ensemble Music (\$260) per year<br><input type="checkbox"/> Instrumental - Full Subscription (\$540) per year<br><input type="checkbox"/> Instrumental – Hire- Other (\$205) per year<br><input type="checkbox"/> Instrumental – Hire Saxophone (\$250) per year<br><input type="checkbox"/> Vocal Group (\$440) per semester<br><input type="checkbox"/> Vocal Individual (\$880) per semester<br>(For confirmed Instrumental Music program students only) | \$     |                           |
| Year 9 Interschool sports program  | TBA    |                           |
| Other optional Year 9 camps, excursions & activities to be scheduled   | TBA    |                           |
| <b>Total Extra-curricular Items and Activities Amount</b>  |        | <b>\$</b>                 |

### Financial Support for Families

Williamstown High School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- the Student Assistance Fund.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact the Business Manager, Tracey Fogarty on 9397 1899 or by email to [williamstown.hs@education.vic.gov.au](mailto:williamstown.hs@education.vic.gov.au)



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| Category                              |           |
|---------------------------------------|-----------|
| Curriculum Contributions              | \$        |
| Other Contributions                   | \$        |
| Extra-Curricular Items and Activities | \$        |
| <b>TOTAL</b>                          | <b>\$</b> |

#### **Payment methods**

Payment can be made with credit card via Compass or over the counter at the General Office by credit or debit card or cash payments from Monday 29 November 2021.

#### **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.

# 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.