



WILLIAMSTOWN  
HIGH SCHOOL



## PAYMENT ARRANGEMENTS

### YEAR 11 VCE VOCATIONAL MAJOR 2024

Dear Parent/Guardian,

Williamstown High School is looking forward to another highly successful year of teaching and learning and would like to advise you of Williamstown High School's 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. However, the ongoing support of our families ensures that our school can offer the best possible education and support for our students.

Support and contributions from families allows us to offer a wider range of subjects and special curriculum experiences for your children, including instrumental music, enhanced digital learning experiences and upgrades of our school buildings. Every effort has been made to minimise the costs; however, any increase is due to genuine price rises for individual items and resources.

You can also make tax-deductible voluntary contributions towards our Building Fund. In 2024, with your donations, we hope to continue to upgrade our external environments for our students and expand our student wellbeing spaces.

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

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

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

#### **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, Tess Duerden on 9397 1899 or by email to [williamstown.hs@education.vic.gov.au](mailto:williamstown.hs@education.vic.gov.au)



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### 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 Wednesday, 6 December 2023.

### Refunds

Parent requests for refunds where students are unable to attend events will be considered 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.

Yours sincerely,

Gino Catalano  
Principal

Kane Harnden  
School Council President



<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	Amount
Athletics carnival	\$10
Year 11 Student ID Card	\$15
Year 11 VCE Vocational Major classroom consumables, learning materials and activities to enhance the curriculum experience: <ul style="list-style-type: none"> <li>Literacy, Numeracy, Work Related Skills and Personal Development Skills</li> </ul>	\$200
<b>Total Curriculum Contributions</b>	<b>\$225</b>

<b>Other Contributions</b> - for non-curriculum items and activities	Amount
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
First aid and hygiene materials	\$10
Environment & Grounds Enhancement Donation (suggested \$25/\$50)	\$
Parents & Friends Association Donation (suggested \$25/\$50)	\$
Student Assistance Fund Donation (suggested \$25/\$50)	\$
<b>Total Other Contributions</b>	<b>\$</b>

<b>Tax deductible contributions</b>	
<b>Building Fund Donation</b> - A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (suggested \$50/\$100)	\$



**Extra-Curricular Items and Activities – provided on a user-pays basis**

Williamstown High School offers a range of optional items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. The cost of extra-curricular items and activities will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
Personal student top-up printing credit - please pay at the office when required	
Year 11 Instrumental Music program: <input type="checkbox"/> Guitar Group (\$490) per semester <input type="checkbox"/> Guitar Individual (\$980) per semester <input type="checkbox"/> Instrumental - Ensemble Music (\$320) per year <input type="checkbox"/> Instrumental - Full Subscription (\$590) per year <input type="checkbox"/> Instrumental – Hire- Other (\$225) per year <input type="checkbox"/> Instrumental – Hire Saxophone (\$270) per year <input type="checkbox"/> Vocal Group (\$490) per semester <input type="checkbox"/> Vocal Individual (\$980) per semester <input type="checkbox"/> Piano Pair (\$735) per semester <input type="checkbox"/> Piano Individual (\$980) per semester (For confirmed Instrumental Music program students only)	\$
Year 11 Interschool sports program	TBA
Other optional Year 11 camps, excursions & activities to be scheduled	TBA
<b>Total Extra-curricular Items and Activities</b>	<b>\$</b>

**Total**

Category	Total
Curriculum Contributions	\$225
Other Contributions	\$
	<i>(Non-tax deductible)</i>
	<i>(Tax-deductible)</i>
Extra-Curricular Items and Activities	\$
<b>Total</b>	<b>\$</b>

# 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.