

YEAR 12

November 2023

Dear Parent/Guardian,

Lyndale SC is looking forward to another great year of teaching and learning and would like to advise you of Lyndale Secondary College's voluntary financial contributions for Year 12 2024.

Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. Nevertheless, to continue delivering a high-quality education for our students the support of our families is required. We are committed to providing an exceptional program that equips students with the knowledge and skills to be successful in life, and caters for their academic, social and wellbeing needs. We know that all our families share these high expectations.

As the Government funds fall short of what is required to deliver the enhanced educational program and the student services that our community expects your financial support is highly appreciated. We offer a wide range of resources and initiatives outside the standard curriculum, and these rely on financial contributions from our families. For example:

- Transitional programs to engage in curriculum
- Educational sessions to support the pastoral care program including resources to support students' Mental Health & Cultural diversity and safety within the community
- Innovative technology - Virtual and Augmented Immersive Technology
- Access to First Aid
- Lunch time sports programs and Homework club
- Additional testing and diagnostic tools to diagnose student needs
- Additional curriculum support materials for classroom use - e.g., STEM and sport equipment
- Additional in-house student well-being counsellors, psychologists, social workers and career advisors
- Great platform for communication - Compass

We are always grateful for the generous support of our families. The School Council can assure you that all contributions are calculated at 'cost' (do not generate a profit) and are there to benefit all students. Whilst contributions are voluntary, insufficient funds will result in the school having to make hard decisions about paring back or stopping some of these additional resources, programs, and opportunities.

Thank you for your voluntary financial contribution for 2024 for your child and we encourage you to make the contribution via Compass or electronically (the payment details are on page 5)

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

Yours sincerely,



Pam Robinson
Principal



Imran Maniar
School Council President



YEAR 12

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<ul style="list-style-type: none"> Year 12 subject consumables, classroom materials and activities 	\$180
Year 12 Elective Subjects <i>(please tick the box)</i> <ul style="list-style-type: none"> Art (\$62) <input type="checkbox"/> Food Studies (\$136) <input type="checkbox"/> 	\$.....
VET Courses <ul style="list-style-type: none"> VET Cookery - Uniform and apron <i>(owned by student)</i> (\$98) <input type="checkbox"/> VET Hospitality - Uniform and apron <i>(owned by student)</i> (\$98) <input type="checkbox"/> 	\$.....
Student Resources <ul style="list-style-type: none"> Library - stationery, newspapers/magazines Careers - photocopying Student planner Student ID card 	\$42
Whole school events <ul style="list-style-type: none"> Athletics carnival - entry and transport \$20 <i>(CSEF can be used)</i> Swimming carnival - entry and transport \$25 <i>(CSEF can be used)</i> 	\$45
Total Curriculum Contributions	

Other Contributions - for non-curriculum items and activities	Amount
School Sports Victoria affiliation	\$20
Student wellbeing programs - photocopying/printing booklets, information sheets, wellbeing packs, wellbeing workshops/seminars	\$15
First aid materials	\$20
Students and parents' communication (Compass usage)	\$70
School support - tutoring, homework club, lunch time sports / activities	\$25
Total Other Contributions	\$150

Tax deductible contributions	
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (donation over \$2 are tax deductible)	\$

YEAR 12

Educational items for students to own

Attached is a list of items that the school recommends you purchase from Champion for your child to individually own and use.

- Champion booklist

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

Lyndale Secondary College offers a range of optional items and activities such as sports, Instrumental Music, and Voice 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
Optional Year 12 Interschool Sport Programs (<i>CSEF can be used to pay for the events</i>)	To be advised
Optional Year 12 private music lessons <i>(Instrumental Music and Voice Levies form to be completed, please see the music staff to obtain the form)</i>	\$
Other optional camps and excursions as scheduled (<i>CSEF can be used to pay for the events</i>)	To be advised
Total Extra-curricular Items and Activities	\$

Financial Support for Families

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

- **Camps, Sports and Excursions Fund (CSEF)** - provides payments for eligible students to attend camps, sports and excursions. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply and a Special Consideration eligibility category also exists.
- Parents can request **second hand options** through the school uniform and book supplier or these online platforms:
 1. **Sustainable School Shop** - sustainableschoolshop.com.au
 2. **State Schools' Relief** may cover part of the cost of new school uniforms, shoes, books and more for disadvantaged students. State Schools' Relief only responds to requests from school principals, assistant principals or welfare coordinators. Parents or Carers who are struggling need to make an appointment with the school to discuss their situation.
- **School Loans:** Families facing financial difficulties can contact the student coordinators or wellbeing leader to arrange the following:
 - Welfare book hire (10% of the original cost, up to 3 textbooks)

(Financial Hardship Application Form must be completed with a valid Centrelink card)

YEAR 12

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

Bonnie Ly
Ph: 03 9795 2366 | Email: lyndale.sc@education.vic.gov.au

Total parent contribution

Category	Total
Curriculum Contributions	\$
Other Contributions <i>(Non-tax deductible)</i>	\$150
<i>(Tax-deductible)</i>	\$
Extra-Curricular Items and Activities	\$
Total	\$

Payment methods

- Option A: COMPASS PAY**
- Option B: PAYMENT PLANS**
 Paying by instalments can be arranged through **Centrepay** (*application form to be completed with a valid Centrelink card*) or **'Payment Plan' set up on Compass**.
 Please contact Bonnie Ly for more information regarding Payment Plans on 9795 2366.

Refunds

Parent requests for refund 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 Departments Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

- Minimum refund amount is \$10 and **only** via EFT
- Maximum refund amount is the cost of the event, camp or excursion, **only** if it is cancelled by the school or submission of medical certificate for the student.
- The school fees may not be refunded including exited students as the contribution is made voluntarily.

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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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 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.