YEAR 7

October 2025

Dear Parent/Guardian,

**Welcome to Lyndale Secondary College**

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 2026.

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 Future Ready 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 with parents/teachers/students - 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 2026 for your child and we encourage you to make the contribution via Compass or electronically (the payment details are on page 4)***

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

Yours sincerely,

Pam Robinson
Principal

Samantha Darbon
School Council President

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| **Curriculum Contributions** - items and activities that students use, or participate in, to access the Curriculum | Amount |
|---|---|
| • Year 7 subject consumables, classroom materials and activities ($94) | $94 |
| Student Resources<br>• Student ID card ($10)<br>• Lock (compulsory for all Year 7 students) ($15)<br>• Library (newspapers/magazines) ($12) | $37 |
| Whole school events<br>• Athletics carnival - entry and transport ($20)<br>*(CSEF can be used to pay for the event)*<br>• Swimming carnival - entry and transport ($20)<br>*(CSEF can be used to pay for the event)* | $40 |
| **Total Curriculum Contributions** | **$171** |

| **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 of $50 or other amounts are deductible) | $ |

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## Educational items for students to own

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

- Campion booklist - Year 7 textbooks and stationery (*please refer to the Year 7 Campion booklist on Compass*).
- Laptop (BYOD) - a requirement for all students *(please refer to the BYOD pamphlet included)*

## 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. These are provided on a user-pays basis.

| Extra-Curricular Items and Activities | Amount |
|---|---|
| Year 7 Compulsory Internal Day Camp (Tuesday 10 February 2026)<br>*(CSEF can be used to pay for the event) / User-Pays Basis* | To be advised |
| Year 7 Camps, Sports and Excursions<br>*(CSEF can be used to pay for the events) / User-Pays Basis* | |
| Private music lessons *(per semester)*<br>*User-Pays Basis* | |

## 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:*

  - *To pay a flat rate of $100 for up to 3 textbooks*

  ***(Financial Hardship Application form must be completed with a valid Centrelink card provided)***

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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 | | $171 |
| Other Contributions | *(Non-tax deductible)* | $150 |
| | *(Tax-deductible)* | $ |
| **Total** | | **$** |

**Payment methods**

☐ **Option A:** **COMPASS PAY**

☐ **Option B:** **DIRECT DEPOSIT**
**Account Name: Lyndale Secondary College**
**BSB NO: 033-186 A/C NO: 708170**
*(Please ensure you enter your child/s first and last name as the reference)*

☐ **Option C:** **CREDIT CARD / EFTPOS / CASH** *(at the school general office or over the phone)*

☐ **Option D:** **PAYMENT PLANS - Compass Payment Plan/Centrepay**
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.