



## BROADFORD SECONDARY COLLEGE

ABN 95 902 189 958

Box 108, BROADFORD, 3658

Telephone: (03) 5784 1200 Email: [broadford.sc@education.vic.gov.au](mailto:broadford.sc@education.vic.gov.au)

### Curriculum Contributions 2025 Years 7 & 8

Dear Parent/Guardian,

Broadford Secondary College is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 2025.

Schools provide students with free instruction to fulfil the standard Victorian curriculum, and we want to assure you that curriculum contributions are voluntary.

However, the ongoing support of our families through contributions towards additional costs incurred is vital. We try to keep costs as low as possible and still ensure 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 college the support in the past has allowed us to upgrade the tennis and basketball courts, add new locker bays, new shade sails around the college, repair and paint classrooms, whilst providing maintenance works and upgrades around the college.

Please complete the attached form and return to the school by **Friday 06<sup>th</sup> December 2024** so the school can prepare accordingly.

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

Yours sincerely,

Tania Pearson  
Principal

Liza Whitfield  
School Council President



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Student Name..... Year Level for 2025.....

Please find the itemised list of Contributions for your child.

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<b>Subject consumables, classroom materials and activities</b>	<b>\$140</b>
Student ID Card	
Art – Paper, Paint, Clay	
Music – strings, equipment upkeep, printing music	
Student Resources -Student Diaries – 2025	
Design & Technology –Timber & fixings	
Food Technology – ingredients for recipes	
Metal work – Metal & fixings	
Textiles – Fabric & thread	
Digital technologies – provision of software, system support and devices	
Whole college events Athletics carnivals, Swimming Carnivals – entry and transport fees	
<b>Total</b>	<b>\$140</b>

*\*Students will complete 1 term of Food, Woodwork, Metalwork & Textiles in either years Seven or Eight*

Other Contributions – for non-curriculum items and activities	Amount
Locks, Locker & locker maintenance – this will provide a lock for student locker	\$15
School grounds maintenance and improvements ( <b>suggested amount</b> ) \$75.00	\$
<b>Total</b>	



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### Extra-Curricular Items and Activities

Broadford Secondary 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 limited spaces available. If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school by **Friday 06<sup>th</sup> December 2024**

Extra-Curricular Items and Activities (Optional)	Amount	(Please tick)
Music Lessons: Guitar, Drums, Flute This will be charged each term. If it is unpaid, the student will be unable to attend the class.	\$150 per Term	
	<b>Total</b>	<b>\$</b>

SUMMARY (add all above selections for your Total payment)	
Curriculum Contributions	\$140
Other Contributions – Locker	\$15
Other Contributions – Grounds and Maintenance	\$
Extra-Curricular Items and Activities (Optional)	\$
	<b>TOTAL Payment</b>
	<b>\$</b>

### Payment methods

- Direct Deposit (NAB - 083644 Account: 028936951) please use student name as reference.
- Bpay
- Credit Card
- Cash

Please return to General Office or email to [broadford.sc@education.vic.gov.au](mailto:broadford.sc@education.vic.gov.au) by **Friday 06<sup>th</sup> December 24**

**\*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.



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### Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief (SSR)

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

**contact:** Tanya Fraser Ph: 03 5784 1200 | **Email:** [broadford.sc@education.vic.gov.au](mailto:broadford.sc@education.vic.gov.au)

**Please note:** *Additional school charges may arise during the year. For Example: Camps, Sports & Excursions attract additional charges. If you are eligible for CSEF funding to assist with these costs, please complete your application form at the General Office*

### Refunds

Parent requests for refunds are subject to the discretion of the school and are 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. Generally, we will not be able to refund payments made for items purchased or costs that have already been paid where those funds have already been transferred to a third party. For example, camp costs when a child becomes unwell and cannot attend in circumstances where the payment has already been made or committed to a third party and no refund is available to the school. Where possible, we will make this clear to parents at the time of payment.

# 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.