

Lalor Secondary College  
118 David Street Lalor 3075  
PO Box 1015 Lalor 3075  
Telephone 9463 7300  
Facsimile 9465 3865  
Email: [lalor.sc@edumail.vic.gov.au](mailto:lalor.sc@edumail.vic.gov.au)



# LALOR SECONDARY COLLEGE

## Parent Payment Policy

### 2022

#### **AIM**

To conform to the guidelines from the Department of Education and Training.

To provide a clear distinction between the three categories of payment and to be accountable for the use that payments and contributions are put to.

To provide fairness in terms of program options and payment methods for parents.

Dear parent/guardian,

Lalor Secondary College is looking forward to another great year of teaching and learning and would like to advise you of Lalor Secondary College'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. Nevertheless, 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 provide a wider offering of subjects and special curriculum experiences; enhanced digital learning opportunities including providing lap tops to our Year 7 and 8 students, the construction of our innovation centre and upgrade of the grounds.

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

Yours sincerely,

*Corey Jewell College Principal*

*Lalor Secondary College School Council*

## YEAR 7 & 8

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
<i>Year 7 &amp; 8 Student ID Card</i>	\$11.00
<i>Year 7 &amp; 8 Diary</i>	\$16.00
<i>Year 7 &amp; 8 classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Art – paint, clay, canvas, coloured markers and pens, coloured paper (\$10)</i></li> <li>• <i>Food Tech –flour, butter, fruit, vegetables, meat, rice, pasta (\$25)</i></li> <li>• <i>Design Tech Wood – Wood, Perspex, Fastenings equipment (\$25)</i></li> <li>• <i>Design Tech Textiles – Material, Wool, Cotton, equipment (\$25)</i></li> <li>• <i>Science – chemicals (\$10)</i></li> <li>• <i>Drama – costumes, masks, scripts (\$15)</i></li> <li>• <i>Health and Physical Education - equipment (\$20)</i></li> </ul>	\$130.00
<i>Year 7 &amp; 8 online subscriptions</i> <ul style="list-style-type: none"> <li>• <i>Mathletics (\$10.00)</i></li> <li>• <i>3P Science (\$10.00)</i></li> </ul>	\$20.00
<i>Year 7 &amp; 8 ICT Devices – Upgrades of software</i>	\$20.00
<i>Year 7 &amp; 8 printing and photocopying of worksheets and learning materials</i>	\$20.00
<i>Year 7 &amp; 8 whole school events</i> <ul style="list-style-type: none"> <li>• <i>Humanities Booklet for field work excursion (\$3)</i></li> </ul>	\$3.00
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<i>School Sports Victoria membership</i>	\$10
<i>Student wellbeing programs</i>	\$15
<i>First aid equipment</i>	\$10
<i>School grounds maintenance and improvements</i>	\$10
<b>Tax deductible contributions</b>	
<b><i>Building fund.</i></b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$100
<b>Total Amount</b>	<b>\$365</b>

**YEAR 9**

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
<i>Year 9 Student ID Card</i>	\$11.00
<i>Year 9 Diary</i>	\$16.00
<i>Year 9 classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Art – paint, clay, canvas, coloured markers and pens, coloured paper (\$30)</i></li> <li>• <i>Food Tech –flour, butter, fruit, vegetables, meat, rice, pasta (\$55)</i></li> <li>• <i>Design Tech Wood – Wood, Perspex, Fastenings equipment (\$30)</i></li> <li>• <i>Science – chemicals (\$10)</i></li> <li>• <i>Drama – costumes, masks, scripts (\$20)</i></li> <li>• <i>Health and Physical Education - equipment (\$20)</i></li> <li>• <i>Explore – work books (\$10)</i></li> <li>• <i>Film &amp; Television – paper, media programs (\$20)</i></li> <li>• <i>STEM – (\$15)</i></li> <li>• <i>Visual Communication &amp; Design – Graphite pencils, assorted materials (\$15)</i></li> </ul>	\$230.00
<i>Year 9 online subscriptions</i> <ul style="list-style-type: none"> <li>• <i>Mathletics (\$10.00)</i></li> <li>• <i>3P Science (\$10.00)</i></li> </ul>	\$20.00
<i>Year 9 printing and photocopying of worksheets and learning materials</i>	\$20.00
<i>Year 9 whole school events</i> <ul style="list-style-type: none"> <li>• <i>Humanities Booklet for field work excursion (\$3)</i></li> </ul>	\$3.00
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<i>School Sports Victoria membership</i>	\$10
<i>Student wellbeing programs</i>	\$15
<i>First aid equipment</i>	\$10
<i>School grounds maintenance and improvements</i>	\$10
<b>Tax deductible contributions</b>	
<b><i>Building fund.</i></b> <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i>	\$100
<b>Total Amount</b>	<b>\$440</b>

## YEAR 10

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
<i>Year 10 Student ID Card</i>	\$11.00
<i>Year 10 Diary</i>	\$16.00
<i>Year 10 classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Architecture &amp; Design – Design software (\$20)</i></li> <li>• <i>Food Tech –flour, butter, fruit, vegetables, meat, rice, pasta (\$55)</i></li> <li>• <i>Design Tech Wood – Wood, Perspex, Fastenings equipment (\$35)</i></li> <li>• <i>Science – chemicals (\$10)</i></li> <li>• <i>Drama – costumes, masks, scripts (\$20)</i></li> <li>• <i>Health and Physical Education – Lifestyle &amp; Fitness (\$70)</i></li> <li>• <i>Health and Physical Education – Lifestyle &amp; Fitness (\$130)</i></li> <li>• <i>Health and Physical Education – Lifestyle &amp; Fitness (\$60)</i></li> <li>• <i>Mechatronics and Engineering – Robotics kits (\$55)</i></li> <li>• <i>Photography – Cameras, paper, chemicals (\$25)</i></li> <li>• <i>Visual Communication &amp; Design – Graphite pencils, assorted materials (\$20)</i></li> </ul>	\$130.00
<i>Year 10 online subscriptions</i> <ul style="list-style-type: none"> <li>• <i>Mathletics (\$10.00)</i></li> <li>• <i>3P Science (\$10.00)</i></li> </ul>	\$20.00
<i>Year 10 printing and photocopying of worksheets and learning materials</i>	\$20.00
<i>Year 10 whole school events</i> <ul style="list-style-type: none"> <li>• <i>Humanities Booklet for field work excursion (\$3)</i></li> </ul>	\$3.00
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<i>School Sports Victoria membership</i>	\$10
<i>Student wellbeing programs</i>	\$15
<i>First aid equipment</i>	\$10
<i>School grounds maintenance and improvements</i>	\$10
<b>Tax deductible contributions</b>	
<b><i>Building fund.</i></b> <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i>	\$100
<b>Total Amount</b>	<b>\$735</b>

## YEAR 11 & 12

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum			Amount
<b>Subject consumables, materials, and activities</b>			
<b>Years 11 &amp; 12 Units 1 - 4</b>	<b>Amount</b>	<b>✓</b>	
<i>Design Technology Wood – Timber, fastenings, design software</i>	\$100		
<i>Media – relevant art products, material,</i>	\$40		
<i>Studio Art – relevant art products</i>	\$80		
<i>Food Technology – Ingredients, equipment upkeep</i>	\$150		
<i>Visual Communication &amp; Design - Graphite pencils, assorted materials</i>	\$60		\$430.00
<b>VET Program</b>			
<ul style="list-style-type: none"> <li>Contribution to support the provision of our VET program offerings</li> </ul>			\$50.00
<b>Year 11 &amp; 12 Student resources</b>			
<ul style="list-style-type: none"> <li>Student planner (\$16)</li> </ul>			\$16.00
<b>Year 11 &amp; 12 Student ID Card</b>			\$11.00
Other Contributions - for non-curriculum items and activities			Amount
<i>School Sports Victoria membership</i>			\$10
<i>Student wellbeing programs</i>			\$15
<i>First aid equipment</i>			\$10
<i>School grounds maintenance and improvements</i>			\$10
Tax deductible contributions			
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.			\$100
<b>Total Amount</b>			<b>\$652</b>

### Educational items for students to own

Please refer to the appropriate year level booklist for the list of items required for your child to individually own and use.

### Extra-Curricular Items and Activities

Lalor 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.

If you would like to purchase an item or activity for your child, please wait until you receive the individual notice for each item for e.g., Year 7 camp notice.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>School magazine/ yearbook</i>	\$15.00	
<i>Optional Year 7 school camp</i>	\$380.00	
<i>Optional Year 7 Interschool Sports program</i>	\$10.00 per day	
<i>Optional Year 12 study skills camp</i>	\$300.00	
<i>Optional Year 10 and Year 12 school formals</i>	\$110.00	
<i>Other optional camps (Year 9 and Advance) and excursions to be scheduled</i>	TBA	
<b>Total Extra-curricular Items and Activities</b>		<b>\$815</b>

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- *Speak to the college's Business Manager to arrange assistance*
- *Speak to the college's Welfare Coordinator to arrange assistance*

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

*Debbie Boyce – Lalor Secondary College Business Manager*

Ph: 03 9463 7329 | Email: [Debbie.boyce@education.vic.gov.au](mailto:Debbie.boyce@education.vic.gov.au)

### Payment methods

*Lalor Secondary College accepts payment by Cash, Cheque, EFTPOS (either in person or by phone) and direct deposit into the college's bank account.*

### 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.