



## BENALLA P-12 COLLEGE

Administration – 20 Faithfull Street Benalla 3672

PO Box 819, Benalla 3671

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Web: [www.benallap12.vic.edu.au](http://www.benallap12.vic.edu.au)

ABN 72 163 296 413

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### AVON ST CAMPUS

(Prep –Yr 4)

Telephone: (03) 5762 1646

### WALLER ST CAMPUS

(Prep –Yr 4)

Telephone: (03) 5762 2600

### FAITHFULL ST CAMPUS

(Yr 7-12)

Telephone: (03) 5761 2777

### CLARKE ST CAMPUS

(Yr 5-6)

Telephone: (03) 5761 2752

6 November 2023

Dear Parent/Guardian,

Benalla P-12 College is looking forward to another great year of teaching and learning and would like to advise you of our voluntary financial contributions for 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, the ongoing support of our families ensures that our school can offer the best possible education and support for students. We want to thank you for all your support, whether that is 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:-

- Offer a wide range of subjects and curriculum experiences across all year levels
- Enhance digital learning opportunities
- Upgrade our facilities including painting and carpeting
- Operate our Breakfast Program
- Provide a range of Wellbeing and Social & Emotional Programs

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

Yours sincerely,

Kylie Cotter  
Executive Principal

Ben Anderson  
School Council President

# 2024 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE YEAR 7

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<ul style="list-style-type: none"> <li>• Classroom consumables, materials and equipment including subject specific materials and equipment – Art, Digital Technology, Food Technology, Materials Technology, Outdoor Education, Music, PE, Scientific Calculator, English Workbook, Maths equipment, Text Books</li> <li>• ICT Devices – provision of devices from the shared iPad Banks &amp; Computer Lab</li> <li>• Printing and photocopying of worksheets and learning materials</li> <li>• Whole school events (athletics and swimming carnivals)</li> <li>• Online subscriptions               <ul style="list-style-type: none"> <li>◦ Compass, Sora, Clickview</li> </ul> </li> <li>• Student ID Cards</li> <li>• Student Planners</li> </ul>	\$250.00
<b>Total Curriculum Contributions</b>	<b>\$250.00</b>

Other Contributions - for non-curriculum items and activities	Amount
<ul style="list-style-type: none"> <li>• School Sports Victoria affiliation</li> <li>• Student and parent communication tools – Compass</li> <li>• Locker hire &amp; maintenance</li> </ul>	\$25.00
<b>Total Other Contributions</b>	<b>\$25.00</b>

Extra-Curricular Items and Activities
<p>Benalla P-12 College 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.</p> <p>The costs of extra-curricular items and activities will be advised throughout the year.</p>

## Total

Category	Total
Curriculum Contributions	\$250.00
Other Contributions	\$25.00
Extra-Curricular Items and Activities	N/A
<b>Total</b>	<b>\$275.00</b>

## Financial Support for Families

Benalla P-12 College understands that some families may experience financial difficulty and offers a range of support options, including:

- Camps, Sports and Excursions Fund – provides financial support to eligible families for students to attend camps, sports and excursions
- State Schools Relief – provides financial support for eligible families to purchase uniforms at a reduced rate
- Payment plans for Extra-Curricular Items and Activities
- Wellbeing support

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

Kaitlyn Rockliff

Ph: 57612777

Email [kaitlyn.rockliff@education.vic.gov.au](mailto:kaitlyn.rockliff@education.vic.gov.au)

Louise McCloskey

Ph: 57612777

Email [louise.mccloskey@education.vic.gov.au](mailto:louise.mccloskey@education.vic.gov.au)

## Payment methods

Contributions towards the requested payments is essential to maintain the quality of education that we provide at Benalla P-12 College. Payment can be made electronically via BPAY. Please use the Biller Code and unique BPAY Reference from your Family Statement to ensure your payment is allocated to your family. If you are unsure of your Biller Reference, please contact any campus office for assistance.

Alternatively cash, EFTPOS, credit card payment, or part payments can be made directly at the General Office.

## 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 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

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.