



ELEVATION  
SECONDARY COLLEGE

November 2023

Dear parent/guardian,

### **YEAR 8 PARENT PAYMENT CONTRIBUTIONS - 2024**

Elevation Secondary College is looking forward to another great year of teaching and learning and would like to advise you of Elevation Secondary College voluntary financial contributions for 2024.

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 purchase additional classroom resources, supplies for science experiments, on site use of instruments for the music program, also assists with the additional hours of onsite IT Tech support for the school which has been invaluable.

This year we have been able to open up our Building Fund account and invite parents to contribute to this fund. Any contributions are tax deductible.

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

Yours sincerely,

Colin Burke  
Principal

Joanne Hardie  
School Council President

AIM HIGH | WORK HARD | BE GOOD

199 Elevation Boulevard, Craigieburn VIC 3064 • PO Box 690, Craigieburn VIC 3064  
P +61 3 8339 8000 E [elevation.sc@education.vic.gov.au](mailto:elevation.sc@education.vic.gov.au)

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

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>	<input checked="" type="checkbox"/>
<b>CORE SUBJECTS</b>		
English <ul style="list-style-type: none"> <li>Photocopying of materials, worksheets, and provision of class sets</li> </ul>	\$20	
Humanities <ul style="list-style-type: none"> <li>Photocopying of materials, worksheets, and provision of class sets</li> </ul>	\$20	
Maths <ul style="list-style-type: none"> <li>Photocopying of materials, worksheets, and provision of class sets</li> </ul>	\$20	
Chinese <ul style="list-style-type: none"> <li>Photocopying of materials, worksheets, and provision of class sets</li> </ul>	\$20	
Health and PE <ul style="list-style-type: none"> <li>Photocopying of materials, worksheets, and provision of class sets</li> </ul>	\$20	
Science <ul style="list-style-type: none"> <li>Photocopying of materials, worksheets and provision of class sets, chemicals for experiments</li> </ul>	\$30	
Personal Development <ul style="list-style-type: none"> <li>Diary / Planner – if not purchased via booklist</li> </ul>	\$15	
Music <ul style="list-style-type: none"> <li>Provision of musical instruments to use during class</li> </ul>	\$20	
Visual Communication Art classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>Art – paint, crayons, canvas, glitter, coloured paper</li> </ul>	\$20	
Digital Technologies and Media <ul style="list-style-type: none"> <li>Provision of classroom desktop computer, photocopying of classroom materials</li> </ul>	\$20	
<b>OTHER CURRICULUM CONTRIBUTION ITEMS</b>		
Student ID Card	\$10	
Students Personal Photocopy Credit	\$10	
Provision of and upkeep of classroom PC's	\$10	
<b>TOTAL CURRICULUM CONTRIBUTIONS</b>		
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>	
Student wellbeing programs	\$15	
First Aid Equipment	\$10	
IT Tech Support	\$10	
School Grounds Maintenance	\$10	
Lockers	\$10	

Assessment and Student Management Software – Compass, Edval	\$50	
Network security software	\$15	
General Contribution (suggested amount \$25, \$50, \$75, \$100)	\$	
<b>TOTAL OTHER CONTRIBUTION ITEMS</b>		

<b>Tax Deductible Contributions</b>	<b>Amount</b>
Building Fund	\$
\$25, \$50, \$100 or other amount as desired.	
<b>Total Tax-Deductible Amounts</b>	<b>\$</b>

### **Educational Textbook and Stationery for students to own**

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

### **Extra-Curricular Items and Activities**

Elevation 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 your child to participate in these extra-curricular activities for your child, a sample of what will be available is listed below. Further details regarding timing and costs will follow later in the year.

<b>Extra-Curricular Items and Activities</b>	<b>Amount</b>
Whole School Athletics Carnival	\$10
Optional Year 8 Interschool Sports program	As activity arises
Optional Year 8 private music lessons, must be paid in full before lesson commence	To be advised at the start of 2024
Other optional excursions to be scheduled	As activity arises
<b>Total Extra-curricular Items and Activities</b>	

### **Financial Support for Families**

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

- The Camps, Sports and Excursions Fund

- Payment plans provided on Compass portal

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

Lexia Collins – Business Manager

Ph: 03 8339 8000 | Email: [lexia.collins@education.vic.gov.au](mailto:lexia.collins@education.vic.gov.au)

### Total

Category	Enter Amount to be paid
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	Advised as the activities are scheduled
Building Fund	\$
<b>TOTAL PAYMENT MADE</b>	

### Payment methods

Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Elevation Secondary College. Parents are encouraged to contribute to these funds, which are listed on Compass.

Payment via the Compass Parent Portal is our preferred method.

Credit Card / Debit Card 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.

Refunds are not provided for change of mind circumstances.

If paying in person in the office, please complete the following information:

Student Name: \_\_\_\_\_

Student Code: \_\_\_\_\_

Amount being paid: \_\_\_\_\_

# 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.