

Dear parent/guardian,

*Box Hill Senior Secondary College (BHSSC)* is looking forward to another successful year of teaching and learning and would like to advise you of *BHSSC's* voluntary financial contributions and extracurricular fees for 2025.

Where possible, we always strive to provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions, except for the extracurricular activities listed, 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, and especially for any financial contributions that have been made. 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, special curriculum experiences and resources for our students across all year levels.
- Maintain and gradually upgrade the school grounds, buildings, and classroom equipment.
- Provide additional health and wellbeing support to students and families.

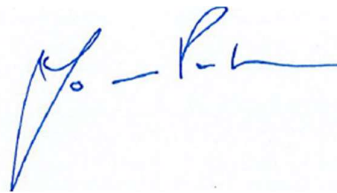
Parents should be aware however, that involvement in extra-curricular programs such as the Sport Academies, Camps, and other specialist activities such as excursions etc, do require financial contributions to enable those programs to operate.

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

Yours sincerely,



*Warren Dawson*  
*Executive Principal*



*Joanna Parker*  
*President, School Council*

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<b>BHSSC Planner/Diary</b>	<b>\$45.00</b>
<b>General Classroom materials &amp; equipment</b> – shared classroom materials and equipment eg assessment materials, revision packages, standardized tests, printed worksheets and handbooks, class sets etc for each faculty - <b>English, Mathematics, Science, Humanities, The Arts, Health &amp; PE, Languages, ICT &amp; Design &amp; Technology</b>	<b>\$380.00</b>
<p><b>Year 12 subject specific classroom consumables, materials &amp; equipment –</b></p> <ul style="list-style-type: none"> <li>• <b>Art Creative Practice - Units 1&amp;2</b>– consumable materials, student printing &amp; equipment repairs &amp; maintenance etc <b>(\$135.00)</b></li> <li>• <b>Art Creative Practice - Units 3&amp;4</b>– consumable materials, student printing &amp; equipment repairs &amp; maintenance etc <b>(\$135.00)</b></li> <li>• <b>Art making &amp; Exhibiting - Units 1&amp;2</b>- drawing equipment (paints, pencils, marker pens, graphite, ink), consumable materials, student printing, equipment repairs &amp; maintenance <b>(\$135.00)</b></li> <li>• <b>Art making &amp; Exhibiting - Units 3&amp;4</b>- drawing equipment (paints, pencils, marker pens, graphite, ink), consumable materials, student printing &amp; equipment repairs &amp; maintenance <b>(\$135.00)</b></li> <li>• <b>Food Studies – Units 1&amp;2</b>–consumable materials such as flour, butter, fruit, vegetables, meat, rice, pasta, seasonal ingredients &amp; equipment repairs &amp; maintenance <b>(\$190.00)</b></li> <li>• <b>Food Studies – Units 3&amp;4</b>–consumable materials such as flour, butter, fruit vegetables, meat, rice, pasta, seasonal ingredients &amp; equipment repairs &amp; maintenance <b>(\$190.00)</b></li> <li>• <b>Product Design &amp; Technology Units 1&amp;2</b> – materials eg metal, wire, wood, solder, equipment repairs &amp; maintenance <b>(\$200.00)</b></li> <li>• <b>Product Design &amp; Technology Units 3&amp;4</b>– materials eg metal, wire, wood, solder, equipment repairs &amp; maintenance <b>(\$210.00)</b></li> </ul>	\$
<b>Provision &amp; Upkeep of school devices, peripherals &amp; ICT eg</b> devices owned by the school, class sets, device configuration, maintenance & server system costs	<b>\$65.00</b>
<p><b>School based activities</b></p> <ul style="list-style-type: none"> <li>• Advocacy program materials, workbook &amp; incursions <b>(\$45.00)</b></li> <li>• Orientation &amp; end of year activities eg motivational speakers &amp; BBQs <b>(\$35.00)</b></li> </ul>	\$

<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
<i>School Sports Victoria membership</i>	<b>\$21.00</b>
<b>Student Wellbeing programs</b> – these contributions will be used to support the Student Wellbeing program, to provide assistance to families at the college with demonstrated financial hardship, and to contribute towards first aid & hygiene expenses eg hand sanitizer	<b>\$100.00</b>
<b>Student and Parent Communication Tools</b> eg COMPASS, reporting and timetable software	<b>\$110.00</b>
<b>School grounds maintenance and improvements</b> – contributions will be used to assist with the cost of maintaining the College grounds	<b>\$100.00</b>
<b>Tax deductible contributions</b>	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	<b>\$110.00</b>
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	<b>\$110.00</b>
<b>Total Amount</b>	<b>\$</b>

### **Educational items for students to own**

There are several items including textbooks, stationery, consumable art materials and a digital device (computer) which BHSSC recommends that you purchase for your child to individually own and use. These goods can be purchased from the following companies: -

- **Campion Education** - <https://order.campion.com.au/index.html#homeView>
- **Edrolo** - <https://edrolo.com.au>
- **Zart Art** - <https://www.zart.com.au>
- **Edunet** - <https://bhssc.technologyportal.com.au>

Links to these companies are also located on the front page of the College website.

### Extra-Curricular Items and Activities

BHSSC 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 to deliver the Curriculum. These are provided on a user-pays basis.

If you would like to purchase an item or enrol your child in an activity, please indicate on the table below and return this to the school by **15 November 2024** or alternatively you may make the payment through the COMPASS Course Confirmation Portal.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<b>Optional experiences within subjects eg Outdoor Education camp, incursions and excursions, vocational skills courses – cost per event TBA</b> - Payment is to be made per event via COMPASS event module	\$ TBA	
<b>Optional Interschool Sports program (SSV events)</b> – students can represent BHSSC in SSV sporting competitions throughout 2022. Payment is to be made per event via COMPASS Event module	<b>\$30.00</b> per event	
<b>Optional Instrumental Music Lessons - Private</b>	<b>\$590.00</b>	
<b>Optional Instrumental Music Lessons - Paired</b>	<b>\$295.00</b>	
<b>Entry into Academic competitions</b> - Cost TBA - Payment is to be made per event via COMPASS event module	TBA	
<b>Sport Academy Programs</b> <ul style="list-style-type: none"> <li>• <b>Basketball</b>                      <b>\$2,085.00</b></li> <li>• <b>AFL/AFLW</b>                      <b>\$1,625.00</b></li> <li>• <b>Tennis A partial</b>              <b>\$4,160.00</b></li> <li>• <b>Tennis B</b>                         <b>\$6,945.00</b></li> </ul> Payment is to be made by COMPASS Course confirmation Portal &/or by arrangement with the College	<b>\$2,085.00</b> <b>\$1,625.00</b> <b>\$4,160.00</b> <b>\$6,945.00</b>	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund which provides payments for eligible students to attend camps, sports, and excursions.
- access to **State School's Relief Committee** support for required clothing components

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

Assistant Principal &/or Business Manager

Ph: 03 [98900571] | Email: [box.hill.senior.sc@education.vic.gov.au]

**Student Full Name:**

**Student Year Level in 2025:**

### Total

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$

### Payment methods

Parent payments and contributions to the College can be made by using the COMPASS Course Confirmation Portal or by completing the enclosed forms and making payments by cash, debit/credit card or BPay. Payments can be made in full or by instalments which can be set up on COMPASS through deductions from a credit card.

### 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. For further detailed information please refer to the following documents which are available on the BHSSC website: -

- BHSSC Parental Payments Voluntary Contributions Refund Policy 2025
- BHSSC Sport Exit Refund Policy 2025
- BHSSC Sport Injury Refund Policy 2025

# 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.