



**POINT COOK COLLEGE**

## **PARENT PAYMENT POLICY**

Dear parent/guardian's of Year 7

Point Cook P9 College is looking forward to another great year of teaching and learning and would like to advise you of Point Cook P9 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 college can offer the best possible education and support for our students. We want to thank you for all your support especially through our fundraising efforts. This has made a huge difference to our college and the programs we can offer.

Within our college this support has allowed us to offer wider subjects and special curriculum experiences, to set up Play Based Learning programs, to be a part of the Stephanie Alexandra Kitchen Garden, to upgrade our playgrounds, and the upgrade to the Learning Recourse Centre.

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

Yours sincerely,

Mandy O'Mara, Principal

8th September 2021

Monia Chaudry, President PCC Council

Approved & Endorsed by College Council

On 8<sup>th</sup> September 2021

Point Cook P9 College  
18-50 Ponsford Drive, Point Cook VIC 3030  
[www.pcc.vic.edu.au](http://www.pcc.vic.edu.au)  
(03) 8348 7100

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
<i>Year 7 classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Art – paint, crayons, canvas, glitter, coloured paper</i></li> <li>• <i>Science – chemicals</i></li> <li>• <i>Mathematics – numeracy blocks</i></li> <li>• <i>English – book boxes</i></li> <li>• <i>Sports – equipment</i></li> <li>• <i>Novel Study</i></li> </ul>	\$221.09
<i>Year 7 Online Subscriptions</i> <ul style="list-style-type: none"> <li>• <i>Acer Assessments (\$9.91)</i></li> <li>• <i>Education Perfect (\$60.00)</i></li> <li>• <i>STILES (\$24.00)</i></li> </ul>	\$93.91
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
<ul style="list-style-type: none"> <li>• <i>Student wellbeing programs – Resilience Project</i></li> </ul>	\$30.00
<b>Total Amount</b>	<b>\$360.00</b>
<b>Extra-Curricular items and activities</b> – These are provided on a user-pays basis	<b>Amount</b>
<ul style="list-style-type: none"> <li>• <i>Lock</i></li> </ul>	\$15.00

### Total

<b>Category</b>	<b>Amount</b>
Curriculum Contributions	\$330.00
Other Contributions	\$30.00
Extra Curricular Items and Activities	\$15.00

### Educational items for students to own

Point Cook College carried out the 2022 Tender process for our Book Pack supplier and we are pleased to announce that Paperchase Office National successfully won the tender for 2022. Please find below the list of items that Point Cook College would like their students to purchase to assist in their learning for 2022.

**PASTE PAPERCHASE LIST Insert here - once finalised**

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## Payment Methods

- Through Paperchase while ordering book packs
- Course Confirmation (Compass Pay) – This payment method will take the whole amount
- BPAY - You can nominate to pay all or instalments of the Curriculum, Extra Curriculum and Other Contributions
- College Office – You are able to come to the office and pay via EFT.
- Centrepay.

## Financial Support for Families

Point Cook P9 College understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund CSEF
- Flexible BPay Options
- Community Assistance.

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

Ashley Stephens, Business Manager

Ph: 03 8348 7100 | Email: [Ashley.Stephens@education.vic.gov.au](mailto:Ashley.Stephens@education.vic.gov.au)

## Refunds

Parent requests for refunds are subject to the discretion of the college and made on a case-by-case basis. Refunds will be provided where the College 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 will only be approved for the following circumstances:

1. The activity or excursion has been cancelled by the college; or
2. The College does not permit a student to participate or attend the activity or excursion due to suspension or behavioural consequence.
3. Serious injury/illness prevents the student from participating in the activity or excursion providing evidence through a medical certificate.
4. The Principal can make a decision based on their discretion if they believe the refund is fair and equitable.

In the event that the college has already paid for the service/item, a pro rata amount may be refunded (e.g. the bus cost is not refunded but the entry cost is refunded).

Refunds will only be processed upon the Parent/Guardian completing a Request for Parent Refund Form.

Refunds will only be made by Direct Deposit.

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If an item or excursion is non-refundable this will be specified on the communication that Parents/guardians receive.

To View our College's [Full Refund Policy](#) please click

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# 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.