



## PARENT PAYMENT ARRANGEMENTS

Dear Parent

Blackburn High is looking forward to another great year of teaching and learning and would like to advise you of Blackburn High's parent payment arrangements for 2021.

The students of Blackburn High School are privileged to attend one of Victoria's most successful Secondary schools. Underlying the success and quality of the wide-ranging academic and co-curricular programs available to meet the diverse needs of our 1400 students, is the voluntary financial support that ensures we have the materials and facilities to run programs successfully.

Blackburn High School Council and its Finance Committee work closely with the Principal Team and Business Manager to set recommended student fees that meets the budgetary requirements of the school. This ensures that the provision of student wellbeing and support programs, major and minor upgrades to buildings, grounds, and classroom technology is made available for the benefit and enjoyment of your and all other children.

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)
- Second hand Uniform Shop (on school Premise and open 2 mornings per week)
- Second hand Book Sale (on school Premise and held at the end of year and beginning of year)
- States Schools Relief.

For a confidential discussion about accessing Financial Support, or if you would like to discuss alternative payment arrangements, contact, Nicole Taylor, Business Manager on 03 8804 6464 or email: [blackburn.hs@education.vic.gov.au](mailto:blackburn.hs@education.vic.gov.au)

### Payment Methods

Blackburn High School will provide parents with early notification of annual payment requests, a minimum of 6 weeks prior to the students' start of their new academic year.

Blackburn High School has a number of payment methods including;

- Cash/Cheque
- BPay
- EFTPOS
- Instalment Plans and Payments via the School's Parent Portal

In most cases, the school will offer a payment plan for particular requests ie Camps, Essential Student Learning Items and Music tuition. Where no payment plan is offered the minimum requirement of 6 weeks' notice will be given to families ie for Optional items such as chosen high cost electives, excursions and incursions.

Parents are also able to enter into confidential payment arrangements by contacting the School Bursar, Andrea Julien on 8804 6464 or by email [andrea.julien@education.vic.gov.au](mailto:andrea.julien@education.vic.gov.au).

### Refunds

Our school will consider requests for partial or full refunds of payments made by parents on a case-by-case basis taking into account the individual circumstances. Generally, we will not be able to refund payments made for items purchased or costs that have already been paid where those funds have already been transferred to a third party. For example, camp costs when a child becomes unwell and cannot attend in circumstances where the payment has already been made or committed to a third party and no refund is available to the school.

Please note that Music Tuition is a whole year commitment.

For further information on the Department's Parent Payment Policy, please see a one-page overview attached or refer to the School's website [www.blackburnhs.vic.edu.au](http://www.blackburnhs.vic.edu.au) or the Department of Education's website portal for parents <https://www.education.vic.gov.au/parents/going-to-school/Pages/school-costs.aspx>.

Yours sincerely,

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

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

Blackburn High School makes every effort to keep the cost and number of items that need to be paid for to a minimum. We also try to ensure that the costs are affordable for all parents. You may choose to pay the charges in full or by instalments from your credit card setup on XUNO. The instalment payment dates begin in October 2020, and can be up to 10 instalments (as selected on XUNO).

**We would appreciate payment in full or the first instalment by 30<sup>th</sup> October 2020.** Please make your payment through the XUNO parent portal OR bring this completed sheet with you when making payment at the General office.

### Essential Student Learning Items

Below is a list of items and activities which are essential for your child(ren) to learn the standard curriculum. You may choose to purchase these items through the school or provide your own. Please indicate which items you would like to purchase through the school on the table below.

Essential Student Learning Items Year 10	Amount
<b>Curriculum Consumables</b>	
<ul style="list-style-type: none"> <li>Sport (entry to courts)</li> </ul>	\$ 60.00
School Swimming and Athletics (includes entry and transport)	\$ 51.00
<b>TOTAL</b>	

### Optional Items

Blackburn High offers a range of optional items and activities that are additional to the delivery of the standard curriculum. These items and activities are designed to broaden the school experience for your child(ren). If you would like to purchase an item or activity for your child(ren), please indicate on the table below. **If your payment for the optional subjects has not been received by 30<sup>th</sup> October 2020 you will be allocated your next available preference/subject that does not attract charges.**

Optional Items Year 10	Amount
English Enrichment	\$ 41.00
Electives (Please refer to the attached elective summary of costs)	
Elective 1	\$
Elective 2	\$
Elective 3	\$
Elective 4	\$
Elective 5	\$
Elective 6	\$
Elective 7	\$
Elective 8	\$
Elective Text & Workbook (ie Yr 10 Design Technology Materials - if applicable)	\$
Elective Text & Workbook (ie Yr 10 Design Technology Materials - if applicable)	\$
Elective Text & Workbook (ie Yr 10 Design Technology Materials - if applicable)	\$
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Maths Space (if not studying a Unit 1 – 4 Maths subject)	\$ 75.00
VCE Skills Development	\$ 62.00
School Magazine	\$ 25.00
Education Perfect Study Tool – Languages (if applicable)	\$ 30.00
Education Perfect Study Tool – Sciences	\$ 30.00
<b>TOTAL</b>	<b>\$</b>

### Voluntary Contributions

Parent contributions towards the voluntary payments is essential to maintain the quality of education that we provide at Blackburn High School. Parents are strongly encouraged to contribute to these funds, which are listed on XUNO as follows:

- General Subject Contributions Levy** – At only \$380 per student, these contributions directly fund a number of important programs including classroom technology and consumables for each faculty;
- IT Development/IT Support** – incl. software licences
- Grounds Maintenance**
- Tax deductible donations** (the Building Fund) – used to directly support building projects, upgrades to our grounds and facilities that enhance and support the learning environment for students for example our recently built Covered Outdoor Learning Area, consisting of 2 full sized basketball courts and 4 smaller badminton sized courts.

These multi-million dollar investments for our community are all marvellous additions to our facilities for the benefit of all of our students and staff. We now look to the future to build our reserves again to plan for our next projects. Thank you in advance for your continued support for projects of this kind, and so that we will remain in a financial position to deliver future facilities upgrades and significant programs for the Blackburn High School Community

Voluntary Contribution	Tax deductible?	Suggested Voluntary Contribution per Student			Amount	Tick Box
General Subject Contributions Levy	No			\$380		
Computer Development/IT Support	No			\$120		
Grounds Maintenance	No			\$ 80		
Building Fund	Yes	\$50	\$100	\$200		
<b>TOTAL</b>					<b>\$</b>	

### Parent Payment Charges

Essential Student Learning Items

Amount \_\_\_\_\_

Optional Items

Amount \_\_\_\_\_

Voluntary Contributions

Amount \_\_\_\_\_

**TOTAL** \_\_\_\_\_

## 2021 Elective levies & instrumental Music levies

THE ARTS SUBJECTS	
Year 9 Art	\$30
Year 9 Ceramics	\$30
Year 9 Drama	\$30
Year 9 Multimedia	\$30
Year 9 Photography	\$30
Year 9 Vis Com	\$30
Year 9 Music Song Writing & Recording	\$30
Year 9 Music Performance & Arrangement	\$30
Year 10 Art	\$40
Year 10 Ceramics	\$40
Year 10 Drama	\$30
Year 10 Multimedia	\$30
Year 10 Photography	\$40
Year 10 Vis Com	\$30
Year 10 Music Immersion Semester 1	\$30
Year 10 Music Immersion Semester 2	\$30
Year 10 Music Leadership	\$30
Year 11 Drama – Unit 1	\$30
Year 11 Drama – Unit 2	\$30
Year 11 Media – Unit 1	\$30
Year 11 Media – Unit 2	\$30
Year 11 Studio Arts - Unit 1	\$30
Year 11 Studio Arts - Unit 2	\$30
Year 11 Vis Com - Unit 1	\$30
Year 11 Vis Com - Unit 2	\$30
Year 12 Drama (Units 3 & 4)	\$60
Year 12 Media (Units 3 & 4)	\$60
Year 12 Studio Arts (Units 3 & 4)	\$60
Year 12 Vis Com (Units 3 & 4)	\$60
TECHNOLOGY SUBJECTS	
Year 9 Design Technology Food Studies	\$120
Year 9 Digital Technology Computing	\$30
Year 9 Design Technology (Textiles)	\$40
Year 9 Design Technology (Wood)	\$60
Year 9 Design Technology Systems	\$90
Year 10 Design Technology Food Studies	\$150
Year 10 Digital Technology Computing	\$35
Year 10 Design Technology (Textiles)	\$40
Year 10 Design Technology Systems	\$90
Year 11 Food Studies Unit 1	\$100
Year 11 Food Studies Unit 2	\$100
Year 11 IT Applied Computing Unit 1	\$20
Year 11 IT Applied Computing Unit 2	\$20
Year 11 Product Design-Textiles Unit 1	\$30
Year 11 Product Design-Textiles Unit 2	\$30
Year 11 Systems Engineering Unit 1	\$50
Year 11 Systems Engineering Unit 2	\$50
Year 12 Food Studies (Units 3 & 4)	\$200
Year 12 IT Data Analytics (Units 3 & 4)	\$40
Year 12 Systems Engineering (Units 3 & 4)	\$100

INSTRUMENTAL MUSIC LEVIES	
Year 7 Group Music	\$973
Year 7 Individual Music	\$1,378
Year 7 Extra Instrument	\$489
Year 7 – 12 Ensemble Only (per ensemble)	\$489
Year 8 – 12 Group Music	\$973
Year 8 – 12 Individual Music	\$1,378
Year 7 – 12 Instrument Hire	\$364
SPORT SUBJECTS	
Yr 9 Gym Fitness	\$130
Yr 9 Leisure and Rec	\$150
Yr 9 Indoor Sports	\$150
Yr 9 Dance	\$150
Yr 9 Self Defence	\$130
Yr 9 Lifelong Health & Wellbeing	\$120
Yr 9 Leaders of the Future Duke of Edinburgh	\$200
Yr 10 Sport Coaching	\$240
Yr 10 Dance	\$160
Yr 10 Training & Fitness	\$160
SCIENCE SUBJECTS	
Yr 9 Forensic Science	\$20
Year 9 Nanotechnology	\$30
SCHOOL PLANNED ACTIVITIES	
Year 8 Medieval Day	\$30
Year 7 Humanities Excursion	\$36
Year 10 METEC Driver Program	\$140
Year 12 Celebration Day	\$25
VCE Vis Com – Units 3 – Top Design	\$30
VCE Studio Arts – Units 1 & 3 – Top Arts	\$15
VCE Media Top Screen	\$15
VCE Drama Top Class	\$20
VCE Drama Theatre Visit	\$60
VCE Studio Arts – FAST gallery visits	\$18
Year 10 Photography CCP gallery visit	\$10
STUDY TOOLS	
Yr 12 – EDROLO (digital learning platform DLP - all sub.)	\$100
Yr 11 – EDROLO (DLP – studying Units 3/4 subjects)	\$30
Yr 11 EDROLO (DLP – studying Units 1/2 subjects)	
- Unit 1/2 Biology	\$30
- Unit 1/2 Chemistry	\$30
- Unit 1/2 Physics	\$30
- Unit 1/2 Psychology	\$30
- Unit 1/2 Health and Human Development	\$30
- Unit 1/2 PE	\$30
Maths Pathway – Year 7 - 9	\$75
Maths Space - Year 10 (excl. those doing Units 1 - 4)	\$30
Education Perfect Study Tool – All languages 7 - 12	\$30
Education Perfect Study Tool – Science 7 - 9	\$30
Education Perfect Study Tool - All sciences 10	\$30

EXAM BOOKLETS	
Year 12 Vis Com Exam Booklet	\$10
Year 12 Studio SAC booklets	\$10
Year 12 Systems Engineering SAC/SAT booklet	\$10
Year 12 Data Analytics SAC/SAT booklet	\$10
Year 12 Biology Exam Booklet	\$10
Year 12 Chemistry Exam Booklet	\$10
Year 12 Physics Exam Booklet	\$10
Year 12 Psychology Exam Booklet	\$10
TEXT & WORKBOOKS	
Yr 7 – 9 PE/Health Text Book & Student WB	\$30
Year 10 Personal, Social & Community Health Text & WB	\$30
Year 9 Science of Health & Physical Education Text & WB	\$30
Year 11 Health and Human Development Text & WB	\$30
Yr 9 End of the World Text & WB	\$20
Yr 9 Writers Workshop Text & WB	\$20
Yr 10 Journalism Text & WB	\$20
Yr 7 STEM Text & WB	\$30
Yr 7 & 8 Design Technology Printed Text & WB	\$5
Yr.9 Technology Systems Printed Text & WB	\$10
Yr.9 Design Technology Materials Printed Text & WB	\$10
Yr.10 Design Technology Materials Printed Text & WB	\$10
Yr.10 Technology Systems Design Process workbook	\$5
Yr 7 & 8 Food Studies Text & WB	\$30
Yr 9 Food Studies Text & WB	\$30
Yr 10 Food Studies Text & WB	\$30
Yr 11 EDROLO General Maths Text book	\$71.50
Yr 12 EDROLO Further Maths Text book	\$71.50
Yr 12 EDROLO Business Management Text book	\$71.50
Yr 12 EDROLO Biology Text book	\$71.50
VCE Skills Development Program Yr 10 - 12	\$62.00
ENGLISH ENRICHMENT	
English Enrichment Yr 7 – 8	\$31
English Enrichment Yr 9	\$21
English Enrichment Yr 10 - 12	\$41
Literature Enrichment Yr 12	\$41
English Language Enrichment Yr 12	\$41

# PARENT PAYMENTS POLICY

## ONE PAGE OVERVIEW

The following is a summary of the main principles of the Parent Payments Policy:



### FREE INSTRUCTION

- Schools provide students with free instruction to fulfil the standard curriculum requirements as outlined in the Victorian Curriculum F-10, VCE and VCAL.



### PARENT PAYMENT REQUESTS

- Schools do not ask parents to pay for school operating costs (e.g. utility costs) or general and unspecified charges.
- Schools request payments from parents under three categories:

#### Essential Student Learning Items

- Items and activities, which the school deems essential for student learning.
- Parents may choose to purchase essential items through the school or provide their own.

#### Optional Items

- Items and activities that enhance or broaden the schooling experience of students and are offered in addition to the standard curriculum.
- These are provided to students on a user-pays basis.

#### Voluntary Contributions

- Voluntary contributions support the school to continue to be the best local school for all students and can be for general or specific purpose.
- Students will not be disadvantaged in any way if parents do not make a contribution.



### 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 obtain school council approval for their parent payment arrangements and upload their arrangements on their school's public website for transparency.