



## Blackburn High School Parent Payment Arrangements 2022

Dear parent/guardian,

Blackburn High School is looking forward to another great year of teaching and learning, and we would like to advise you of Blackburn High School'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 school can offer the best possible education and support for our students. We want to thank you for all your support. This will make a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to offer a wider range of subjects and enhanced curriculum, wider digital learning opportunities, faster WIFI and internet, upgrade of our facilities and grounds including Freeman locker bay, sports shed, installation of new modular classrooms, wellbeing centre, and redevelopment of carpark.

Please find attached our Parent Payment Arrangements for 2022, the Department's Parent Payment Policy and details by year level.

Finally, please take a few minutes to review and update the form on Xuno. It is essential that we have up to date student and family information.

Thank you once again for your support.

Yours sincerely,

Joanne Alexander  
Principal

Geoff Hugo  
School Council President

# Parent Payments Arrangements 2022

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## Payment methods

Payment can be made through the **Xuno** Parent Portal or directly to the school via credit card or cash at the General Office. If you are not paying via Xuno, please ensure you return a copy of the completed form with your payment.

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## Educational items for students to own

A list of items that the school recommends that you purchase from Campion for your child to individually own and use can be found at <https://www.campion.com.au/> and the Resource List code is **888J**

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## Extra-Curricular (Optional) Items and Activities

Blackburn High School 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. Details of these items and activities will be provided to students and families throughout the year and will be available to pay on Xuno at that time.

These optional activities may include group and individual music lessons, interschool sports program, school magazine, academic competitions, camps and excursions.

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## Financial Support for Families

At Blackburn High School, we understand that some families may experience financial difficulties and we offer a range of support options, including:

- the Camps, Sports and Excursions Fund – (For Health Care Card holders only)
- State Schools Relief
- Sustainable School Shop

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, please contact Andrea Julien via Ph: 03 8804 6406 or email: [andrea.julien@education.vic.gov.au](mailto:andrea.julien@education.vic.gov.au)

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## Second-hand Uniform and Textbook Trading

Blackburn High School is conscious of the need to provide an efficient process for families to be able to buy and sell their second-hand textbooks, uniforms and other student resources.

We are delighted to inform you of the school's new initiative to provide parents with the ability to trade these second-hand items via the Sustainable School Shop website. [www.sustainableschoolshop.com.au](http://www.sustainableschoolshop.com.au)

Results from other schools have been excellent - families have enjoyed a very comprehensive and convenient method of buying and selling second-hand items.

The new service is very accessible. It preferences our school first and then provides access to buy and sell items with families attending other schools. Many schools use this service. Access to second-hand textbooks, uniforms, calculators, stationery, musical equipment, etc is available all year.

For the best results:

- Register on the Sustainable School Shop website and nominate the school
- A subscription to the service will be provided to you
- List your items for sale
- List wanted ads for those items you are looking to buy
- The school's uniform and book lists are loaded into the system to make listing ads easy
- The system matches the ads of buyers with sellers and notifies the buyer via email
- Buyers contact sellers and arrange where and when to trade
- Most trading will occur with other parents from our school
- Parents are well supported via Sustainable School Shop's telephone (0438 743 444) and email help lines
- The system is simple and easy to use - If you don't have a computer, internet access or an email address, please call the Sustainable School Shop for assistance
- You can pre-arrange the transaction and then trade after the texts are not required.

The school is providing this service so there is no cost for families. Each family that registers on the Sustainable School Shop will be given a subscription.

We are very excited about this new initiative and we hope you will make the most of this opportunity and gain the benefit from recycling your children's school items, while at the same time helping another family within our school community.

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## Refunds

Refunds are to be reviewed on a case-by-case basis. Refunds will be issued where it is reasonable and fair, e.g., if the school has not incurred a cost or the student has not taken possession of an item. If the school has incurred costs, the school will take into consideration the Financial Help for Families Policy and relevant arrangements, including support for families experiencing hardship. Parents/Guardians will be required to complete the Blackburn High School Refund Request form for all refund requests.



# 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.