

3<sup>rd</sup> November 2021

Dear Parents/Guardians,

Robinvale College is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions schedule 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 students by supporting activities that help deliver fundamental curriculum and provide the 8 key subject learning areas with classroom materials and equipment.

Our school council is proud of the excellent quality of our facilities and resources available for students to enjoy, however, these do not come without extra costs involved.

Each year Robinvale College parents/carers show positive support through parent payments. This support has led to considerable improvements to our learning programs ensuring they are adequately resourced to maximise student engagement, wellbeing, and learning. We want to thank you for all your financial contributions supporting major and minor upgrades to buildings, grounds, security, and classroom technology, value adding to our fantastic facilities, providing a great place for all our students.

Please find attached Robinvale College contributions schedule for 2022, which includes an overview of what your contributions will help us provide. Please note there will be no individual class packs provided to students in 2022. All necessary consumable items will be supplied directly to classrooms and distributed to students as and when required. Robinvale College makes every effort to keep contribution requests to a minimum and affordable for all parents/carers. The College has taken into consideration the impact Covid-19 restrictions may have had financially on families and kept all contribution requests to a minimum.

Department of Education guidelines now mandate that schools are **unable** to provide a family statement of fees. With this in mind, parents are asked to please review the recommended financial contributions schedule for an indication of recommended contributions for your child/ren.

For further information on the Department's Parent Payment Policy please see a one-page overview attached or alternatively on the college website [www.robinvale.vic.edu.au](http://www.robinvale.vic.edu.au) which has the link for your reference.

Yours sincerely,



**Nathan Black**  
Acting Principal



**Mara Richards**  
College Council President

### Curriculum Contributions

Items and activities that students use, or participate in, to access the Curriculum, including:

- Computer applications where our students have their own individual password – Robinvale College uses a variety of ICT software.
- Everyday items that your child will use in the classroom to learn the essential curriculum.

<b>Curriculum Contributions</b> – items and activities that students use, or participate in, to access the Curriculum.	<b>Suggested Amount per student</b>
<b>Classroom consumables, materials and equipment.</b> <ul style="list-style-type: none"> <li>• <b>General Classroom materials and equipment</b> (shared classroom stationery, pencils, markers, paper, posters, craft items, classroom libraries and readers etc..)</li> <li>• <b>Subject specific materials and equipment</b> (materials for English, Mathematics, Language, Science, Stem, Humanities, Art, Music, Physical Education etc..)</li> <li>• <b>Provision and upkeep of school devices, peripherals and ICT</b> (devices owned by the school, class sets, device configuration, maintenance and server/system costs, WiFi etc..)</li> <li>• <b>Digital and online subscriptions for learning</b> (Mathletics, Maths Pathways, MultiLit, InitialLit, Essential Assessments etc..)</li> <li>• <b>Printing and photocopying of worksheets and learning materials</b></li> <li>• <b>Curriculum activities</b> (incursions, whole school events - athletics, cross country and swimming carnivals).</li> <li>• <b>Supplementary classes within the schools swimming and water safety program and associated costs</b></li> </ul>	<b>\$150</b>
<b>Suggested Total</b>	<b>\$150</b>

### Other Contributions

Non-Curriculum items and activities to support the daily operation and objectives of Robinvale College i.e., Student wellbeing, parent communication tools and school building enhancements.

<b>Other Contributions</b> – for non-curriculum items and activities	<b>Suggested Amount per student</b>
<ul style="list-style-type: none"> <li>• <b>Sports Affiliation costs</b> (School Sports Victoria, Sunraysia and Mallee Division Affiliations).</li> <li>• <b>Students and parent communication tools</b> (Compass, Schoolzine)</li> <li>• <b>Enhanced student support</b> (Tutoring and homework club).</li> <li>• <b>Enhanced wellbeing support</b> (Wellbeing support, College Chaplain).</li> <li>• <b>First aid and hygiene costs</b></li> <li>• <b>Locker maintenance</b></li> <li>• <b>School grounds maintenance and improvements</b></li> <li>• <b>Gymnasium maintenance and improvements</b></li> <li>• <b>Pool maintenance and improvements</b></li> <li>• <b>Community Garden improvements and maintenance</b></li> </ul>	<b>\$60</b>
<b>Suggested Total</b>	<b>\$60</b>

### Educational Items for Students to Own

Prior to the end of the 2021 school year, students will be provided with a booklist, based on year levels, with a listing of items that Robinvale College recommends for each individual student to own and use.

### Extra-Curricular (OPTIONAL) Items and Activities

Robinvale 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. Details of these items and activities will be provided to students and families, no payment is required for these items or activities at this time – permission forms and payments requests will be sent out to families throughout the 2022 school year.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Primary Library Bag	\$15	
End of Year School Magazine	\$15	
<b>TOTAL Extra-Curricular Items and Activities</b>	<b>\$</b>	
Optional school camps to be scheduled in 2022		TBA
Optional incursions and excursions to be scheduled in 2022		TBA
Instrumental Music Lessons to be advised		TBA
Graduation and End of Year Activities		TBA
VCE Design and Technology (project-based costing) Costs associated where students wish to upgrade materials for certain projects. i.e., students wishing to use mahogany as opposed to standard pine.		TBA

Details:	2022 Year level	\$
Student's Name:		
Curriculum Contributions		\$
Other Contributions		\$
Extra-Curricular Items and Activities		\$
<b>TOTAL</b>		\$

### Financial Support for Families

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

- *Camps, Sports and Excursions Fund* (CSEF) provides financial support for eligible students to attend camps, sports and excursions. (Please note an application to access these funds must be made, a copy of your current Health Care card will be required. Please contact the administration office for assistance).
- *State Schools' Relief* financial support for eligible families to purchase uniforms at a reduced rate.

For a confidential discussion about accessing these services, please contact the College Business Manager, Annie Evans on Ph: 03 5026 3704 or Email: [robinvale.co@education.vic.gov.au](mailto:robinvale.co@education.vic.gov.au)

### Payment methods

Parent contributions towards the requested payments are important/vital to maintain the quality of education that we provide at Robinvale College.

In line with the Department's Parent Payment Policy, contributions for Extra-Curricular activities will be raised on family accounts. Contributions for curriculum and other contributions will be receipted as received.

- ☐ Direct Deposit Transfer - Robinvale College: BSB: 063 739 ACC: 1021 6566  
Reference: Please use your child's name and a brief description of payment (i.e. Curriculum contributions, camp etc)
- ☐ Cash
- ☐ Eftpos facilities available
- ☐ Phone – please call 03 5026 3704 and have card details handy to make a phone payment.
- ☐ I authorise \$\_\_\_\_\_ to be charged to my Visa/Mastercard. Details as follows.

<b>NAME</b> (as on card)																		
<b>CARD No.</b>						-								-				
<b>SIGNATURE</b>																		
	<b>VISA</b>		<b>MASTERCARD</b>		<b>EXPIRY DATE</b>	___ / ___		<b>CCV</b>	---									

### 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 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.

### Curriculum Contributions:

Where payment has been received for the curriculum consumables and the student is exiting the school, a pro-rata refund, dependant on the number of terms the student has been enrolled at the school for, may be applied.

### Extra-Curricular items and activities:

Students withdrawing from camps, excursions and extra-curriculum activities can request a refund. A refund (less any non-refundable deposit) will be payable to the parent/guardian after the event has occurred, if it is deemed the withdrawal from the activity is due to unavoidable circumstances i.e., illness. Proof may be required (i.e., medical certificate).

# 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.