

# PARENT PAYMENT REQUEST 2023

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15<sup>th</sup> November 2022

Dear Preston High School Families,

Preston High School is looking forward to another great year of teaching and learning and would like to advise you of Preston High School's voluntary financial contributions.

Schools provide students with free instruction to fulfil the standard Victorian Curriculum. Beyond this, 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 makes a huge difference to our school and the programs we can offer.

Within our school, this support has allowed us to provide a rich co-curriculum and curricular program with opportunities for our young people to engage with activities in the Arts, Performance, Sports, STEM, Philosophy, and a plethora of others.

In addition, financial support from our community allows us to provide ongoing improvements to the physical and natural environments that help our kids thrive.

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

Please also note the school has two Tax Deductible Funds that can receive voluntary donations into the Building Fund and Library Fund.

We look forward to a great year in 2023.

Yours sincerely,

Sean Butler  
Principal, Preston High School



Emily Findlow



Rosie Bennett  
Elected Student Members,  
Preston High School Council



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Preston High School's school council aspires to provide our children with a world-class education and in keeping with our school motto, to provide rich opportunities for young people to lead, explore and inspire. The financial support of families is one of the key factors underpinning the success and quality of the school's wide-ranging academic and co-curricular programs.

**For quick and easy payment click [here](#)** to proceed to the Compass portal and select "Course Confirmation/School Payments". (<https://phs-vic.compass.education>)

The school council has developed the 2023 parent payments in line with the relevant policy settings. A copy of the Parent Payment Policy is available on our Compass Portal in 'School Documentation'. The DET Privacy Policy can be accessed at <https://www2.education.vic.gov.au/pal/privacy-information-sharing/policy>

CURRICULUM CONTRIBUTIONS		
Item	Specifications	Amount
<b>Academic Materials &amp; Services</b>	<ul style="list-style-type: none"><li>• Class consumables \$30.00</li><li>• Resource materials/Class activities – \$175.00</li><li>• Student Photocopy &amp; Printing – \$40.00</li><li>• PE / sport equipment – \$10.00</li><li>• Student ID Card – \$10.00</li><li>• Student Planner \$15.00</li><li>• Library Services and Resources \$20.00</li></ul>	\$300.00
<b>Information Technology and Online Learning Subscriptions</b>	<ul style="list-style-type: none"><li>• Provision of consumable technology equipment and resources, as well as hard/software. This includes access to school software that is available or deemed necessary by the school or school council. Mathspace, Education Perfect and Soundtrap</li></ul>	\$115.00
<b>Enhanced Programs</b>	<ul style="list-style-type: none"><li>• All inclusive. This includes all associated costs for the Enhanced Programs in liberal arts, arts, sports and STEM, for example: provision of books, materials, other resources, plus co-curricular excursions, guest speakers, mentoring and all other activities and whole school events that are related to the Da Vinci, Bandler Parks and Ada Programs.</li></ul>	\$200.00

OTHER CONTRIBUTIONS		
Item	Specifications	Amount
<b>Other Non-curricular activities/items</b>	<ul style="list-style-type: none"><li>• First Aid Equipment \$10.00</li><li>• School Grounds maintenance &amp; Improvements \$20.00</li><li>• Compass Student and Parent Communication Tool \$40.00</li><li>• Lockers/Locker Maintenance \$20.00</li><li>• School Sport Victoria \$10.00</li></ul>	\$100.00
<b>TOTAL CURRICULUM &amp; OTHER CONTRIBUTIONS</b>		<b>\$715.00</b>
\$715 or 10 equal monthly instalments of \$71.50		OR 10 X \$71.50

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## Tax Deductible Voluntary Contributions

These are tax deductible contributions / donations that families can make to support the growth of the school and its programs. The **library fund** pays for resources and co-curricular activities provided by the school through the library. The **building fund** pays for enhancements to the built environment.

**An official school receipt is issued upon payment for tax purposes.**

TAX DEDUCTIBLE VOLUNTARY CONTRIBUTIONS		
Item*Tax deductible	#Suggested amounts only	Amount
<input type="checkbox"/> Library Fund *	\$150.00# or \$250.00# or \$500.00# \$150.00# or \$250.00# or \$500.00# Or TeamX1000 membership for \$1,000# (1,000 donations of \$1,000 raises \$1 Million for new building works)	\$.....
<input type="checkbox"/> Building Fund *		\$.....

## Extra-Curricular Items and Activities

Preston 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.

EXTRA-CURRICULAR ITEMS AND ACTIVITIES	
Optional Items	Amount
Small group music tuition: annual – on enrolment payable via Compass Parent Portal	\$580.00
Individual Music Tuition for those students with approved requests for individual tuition: annual - on enrolment payable via Compass Parent Portal.	\$1,600.00
Musical Instrument Hire: annual - on enrolment payable via Compass Parent Portal	\$230.00
Camps and Excursions Program 2023	To be scheduled
Interschool Sports Program 2023	To be scheduled

## Financial Support for Families

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

- Applying for the Camps, Sports and Excursions Fund (CSEF) – this contributes \$225 per year which can be allocated by the school towards camps, sport and/or excursion expenses
- Individual Payment Plans can be arranged
- Year 7 students who are CSEF recipients may also be eligible for a start-up uniform voucher. Applications are made on behalf of families by the school, so please register your interest by contacting our school reception

## Financial Support for Families, continued

- For all other year levels, Preston High School will connect eligible families with State Schools' Relief for assistance with some uniform items
- Preston High School will connect eligible families with suitable community agencies and charities where required
- Preston High School offers a third-party second-hand textbook and uniform trading system through Sustainable School Shop, simply register on their website <http://www.sustainableschoolshop.com.au>  
Or ☎ **0438 743 444**
- Please refer to [Financial Help for Families](#) located in the Department's Policy Library for further information  
For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, **contact:** Kathy Jones, School Business Manager  
☎ **9055 8400** | Email: [Kathryn.Jones@education.vic.gov.au](mailto:Kathryn.Jones@education.vic.gov.au)

## Refunds

Parent requests for refunds are subject to the discretion of the school and are 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, please refer to the Department's [Parent Payment Policy & Guidance](#), Financial Help for Families Policy and any other relevant information.

## Payment Methods

We offer the following payment methods:

<b>Compass Portal</b>	Click <a href="#">here</a> to proceed to the Compass Parent Portal and select " <i>Payments Centre</i> " <a href="https://phs-vic.compass.education">https://phs-vic.compass.education</a> <i>Payment Option via portal – Parent Payment Contribution Request \$715 or 10 equal monthly instalments of \$71.50</i>  For new families, we will advise you on how to access this as soon as it is available. This is the easiest option going forward.
Cash/EFTPOS/Cheque	Visit us at school reception.
BPay	Please call school reception on ☎ <b>9055 8400</b> and we will provide your BPay reference numbers.

# 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.