



Bellarine Secondary College

Dear Parents / Guardians,

The *Education and Training Reform Act 2006* provides that instruction in the standard curriculum program is delivered free to all students in Victorian Government schools; this is referred to as 'free instruction'. The Act also grants school councils the power to charge fees for goods and services to support the delivery of free instruction and to raise funds.

Free instruction includes learning and teaching, instructional supports, materials and resources, administration and facilities associated with the provision of the standard curriculum program. The standard curriculum program includes core learning and teaching activities related to the Victorian Essential Learning Standards and Senior Secondary Certificates.

The Department of Education and Training *Parent Payments in Victorian Government Schools* policy provides advice on the different types of payments that schools can request from parents / guardians and outlines the procedures and protocols schools must adhere to.

School councils are responsible for developing and approving a school-level parent payment policy that is compliant with the Department's policy. The following items are charged to supplement Department of Education and Training funds.

Essential Education Items These items are to support the instruction in the standard curriculum program and include but not limited to:

- Materials for teaching and learning where the student consumes or takes possession of the finished articles (e.g. foods, media, woodwork)
- Materials that the individual student takes possession of, such as text books, workbooks, stationery, diaries etc.
- Activities associated with, but not part of instruction in the standard curriculum program, such as costs associated with camps and excursions which all students are expected to attend.

Optional Extras These are items provided in addition to the standard curriculum program, which are offered on a user pays basis and parents / guardians can choose whether or not their child participates / purchases and includes but not limited to:

- Extra – curricular activities or activities including sport, instrumental music, school productions
- Materials and services offered in addition to the standard curriculum program – including school magazines

In addition, School Council invites parents to make donations by means of:

Voluntary Financial Contributions These are non-compulsory donations for specific projects e.g.: library resources, grounds projects, assistance for families experiencing financial hardship. All voluntary contributions are gratefully appreciated.

Parents / guardians are responsible for ensuring that their children are provided with essential education items. The school makes every effort to keep the cost of items that need to be purchased at a minimum. Alternative payment arrangements are also available – please turn over for further details.

Bellarine Secondary College Council has made a considerable effort to ensure that this school policy is fair and provides a number of options to support parents / guardians to access the materials and services associated with their child's education.





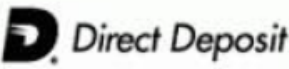


If you have any queries or wish to discuss your circumstances and the options available to you, please contact the school to make an appointment on 5251 9000 or email bellarine.sc@edumail.vic.gov.au.

The school-level parent payment policy will be provided in the first newsletter for 2020.

Yours sincerely

Wayne Johannesen
Principal

Dawn Scoltock
College Council President

PAYMENT OPTIONS	EXPLANATION	HOW TO SET THIS UP
CENTREPAY 	Centrelink will take payments out of your fortnightly benefit and forward it to the school. This can be done as a one off or on a regular basis.	By completing a Centrepay deductions form. Please contact the Drysdale Campus on 5251 9000 – Press '1'
EFTPOS, Credit Card or Cash In person 	Cash, EFTPOS or credit cards are accepted.	Please pay at either Campus Administration Office. It does not matter which campus your child/ren attends.
Phone 	You may phone the Administration Office and pay using your credit card. <small>*We do not accept American Express or Diners</small>	Phone: 5251 9000 with your credit card handy and what levies you are wishing to pay.
BPAY 	Log in directly through your internet, mobile or phone banking.	Biller Code: 87361 Ref: Please contact us for your Reference Number or check your statement.
Direct Deposit 	You can set up regular deposits or full payment from your bank account to the College bank account.	Bank Australia BSB: 313 140 Account: 23192782 Reference – you MUST call us for this Phone 5251 9000 Press '1'
Credit Card Instalments 	3 & 5 Instalments – see sheet attached	Complete the instalment forms attached and return to either campus Administration Office. Please note dates of deductions in your diary.
Individual Instalments by Credit Card 	Weekly, fortnightly and monthly instalments can be arranged to meet your needs.	Please contact the Drysdale Campus Administration Office on 5251 9000 – Press '1' to provide credit card details, dates and amounts for instalments.
Camps, Sports & Excursions Fund (CSEF) \$225.00 per student	Available for parents / guardians that have an eligible health care card .	Please collect forms from Administration – Cut off dates apply

Bellarine Secondary College - Levies 2020

Year 8

Name of child: _____

Please find the itemised list that includes essential education items (those items that your child needs for school) and optional extras (that you can choose whether your child participates in or accesses).

If you are experiencing financial difficulties and are unable to select from one of the following payment options, please make an appointment to speak to Kerri McCluskey, Business Manager, to discuss possible support options and flexible payment arrangements. Any information about your financial circumstances, payment arrangements or status will be kept strictly confidential.

Payments would be appreciated by Wednesday 11th December 2019 however payment or payment plans are required to be finalised by Friday 21st February, 2020.

This sheet needs to be returned when paying by 3 & 5 Instalments with Credit / Debit card.

Please be aware that when making payments into the school account payments will be taken off fees according to school requirements and you MUST use your family account code.

Essential Education Items supplied by the school:		Please tick if making payment
Locker / Diary	\$35.00	
Electives – Foods / Robotics etc	\$106.50	
Workbooks – Replacing Textbooks	\$35.00	
Excursions / Activities / Incursions - It is expected that all students attend whole school excursions and activities as they are an invaluable addition to your child's education. Payment must be made prior to attendance for activities. User Pays Basis	\$115.00	
Year 8 Camp - It is expected that all students attend the Year 8 Camp User Pays Basis.	\$260.00	

Optional Extras – User pays basis.		
School Magazine - Year book published & distributed in December	\$20.00	

Voluntary Financial Contributions – Please nominate an amount for any voluntary contribution you would like to make in the space provided. We thank you and appreciate any contribution towards our voluntary funds.		
Contribution towards Wellbeing Program	Please specify amount	
Contribution towards Library / ICT Resources	Please specify amount	
Contribution towards assisting families experiencing financial hardship to attend camps / excursions	Please specify amount	

Laptop Rental Program 2019 - 2021

Laptop payments should now be finalised unless you have arranged a payment plan. If you are unsure of your balance please contact either administration office.

Total Payment	
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Every effort is made to have all excursions on the levy sheet to assist parents / guardians with planning. For further information on essential / optional levies you can contact the Drysdale Campus on 5251 9000 – press '1'.

Payment Options – Complete Reverse	Please tick
Option 1. Payment in Full credit card / debit – complete details over the page	
Option 2. Payment in Three Instalments Levies – complete details over the page	
Option 3. Payment in Five Instalments Levies – complete details over the page	
All other options please ensure arrangements are made by Friday 21 st February, 2020	

OPTION 1: FULL PAYMENT LEVIES	
Ensure you have specified what you are paying for over the page	
Student Name:	Total Amount: \$
I hereby authorise you to debit my Credit Card as follows:	
Card Type: (Visa / MasterCard)	Card Number:
Card Expiry Date:	Full Name on Card:
Signature:	Contact Phone Number:

OPTION 2: THREE INSTALMENTS – LEVIES	
Ensure you have specified what you are paying for over the page	
Student Name:	Total Amount: \$
I hereby authorise you to debit my Credit Card as follows:	
Card Type: (Visa / MasterCard)	Card Number:
Card Expiry Date:	Full Name on Card:
Signature:	Contact Phone Number:
Instalment Dates:	Office Use Only
Thursday 19 th March 2020	\$
Thursday 30 th April 2020	\$
Thursday 18 th June 2020	\$

OPTION 3: FIVE INSTALMENTS – LEVIES	
Ensure you have specified what you are paying for over the page	
Student Name:	Total Amount: \$
I hereby authorise you to debit my Credit Card as follows:	
Card Type: (Visa / MasterCard)	Card Number:
Card Expiry Date:	Full Name on Card:
Signature:	Contact Phone Number:
Instalment Dates:	Office Use Only
Thursday 19 th March 2020	\$
Thursday 30 th April 2020	\$
Thursday 18 th June 2020	\$
Thursday 23 rd July 2020	\$
Thursday 3 rd September 2020	\$