

1st November 2024

Dear Parents and Carers,

As we begin another exciting academic year at Melton Secondary College, we would like to warmly welcome all of our students, both new and returning.

At MSC, we see education as a partnership between the school, parents/carers, and students. Our goal is to work together to create an environment that promotes academic achievement, personal growth, and the development of responsible, compassionate young individuals. With that in mind, we would like to inform you about our voluntary financial contributions for 2025.

While schools provide free instruction to deliver the standard Victorian curriculum, we want to assure you that these contributions are entirely voluntary. However, the continued support from our families plays a crucial role in enabling us to offer the highest quality education and services for our students. Your contributions help support the various programs and resources that enrich our students' learning experience.

Your support has played a significant role in enhancing the educational experience for our students. In particular, your contributions have assisted in funding the school's production of the musical *Chicago – Teen Edition*, which provided an incredible opportunity for our students to showcase their talents in the performing arts.

Additionally, thanks to your contributions, we were able to upgrade Courtyard 1, creating an improved outdoor space for students to relax and collaborate. We have also expanded our library's collection with new books that will inspire curiosity and a love of learning in our students.

As we continue to grow and improve our educational programs and extracurricular activities, we deeply appreciate the generous support of our parents and community. We are excited about the year ahead and look forward to working closely with you to provide the best possible learning experience for your child. Together, we can help them reach their goals and aspirations.

For more information on the Department's Parent Payments Policy, please refer to the attached one-page overview. If you have any questions or concerns, please feel free to contact our administrative office. We are here to support both you and your child in every way possible.

Thank you for trusting us with your child's education and well-being. Let's work together to make this academic year a memorable and successful one.

Warm regards,



Kathryn Sobey
Principal



Justin Rees
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
VCE/VM Student ID Card	\$10.00
VCE/VM Planner	\$10.00
VCE/VM classroom consumables, materials & equipment. Participating students only. <ul style="list-style-type: none"> • Art Making & Exhibiting – materials and resources • Food Studies –materials and resources • Applied Computing – materials and resources • Media – materials and resources 	\$60.00
VCE/VM online subscriptions <ul style="list-style-type: none"> • Various applications and subscriptions as per subject requirements 	\$25.00
VCE/VM printing and photocopying of worksheets, learning materials, practice exams and head start booklets	\$40.00
VCE/VM whole school events <ul style="list-style-type: none"> • Athletics carnival - entry and transport 	\$10.00
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs	\$10.00
First aid equipment	\$10.00
School grounds maintenance and improvements	\$20.00
COMPASS – Parent and Student information tool	\$30.00
Locker Maintenance	\$30.00
Total Amount	\$255.00

Educational items for students to own

Please refer to the booklist which lists items that the school recommends you purchase from *Box of Books* for your child to individually own and use.

Extra-Curricular Items and Activities

Melton Secondary 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.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school by 7th February 2025.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Printing Credit	\$20.00	
Optional VCE private music lessons – per semester	\$100.00	
Optional hire of instruments such as brass and woodwind	\$50.00	
Optional VCE Interschool Sports program to be scheduled. CSEF may be accessed.	To be advised	
Optional VCE Outdoor Education Camps and Excursions – CSEF may be accessed	To be advised	
Total Extra-curricular Items and Activities		\$

Financial Support for Families

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

- the Camps, Sports and Excursions Fund
- State Schools Relief (SSR)
- Sustainable School Shop which supports financially disadvantaged families with second hand uniform and books. Please refer to their website www.sustainableschoolshop.com.au

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact the office on:

Ph: 03 9743 3322 | Email: melton.sc@education.vic.gov.au

Total

Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities	\$

Payment methods

- Cash or EFTPOS at the General Office payment to be made before Friday 13th December 2024 or from Tuesday 28th January 2025.
- COMPASS payments.
- Centrepay – a free and voluntary service to make regular payments from your Centrelink payments. Please contact our office for details.
- Credit card payments over phone. Please call our office on 9743 3322.

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 is 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. The policy is available on the school website.

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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.