



HAWKESDALE
P12 COLLEGE

November 2021

Dear parent/guardian,

Parent Payment Arrangements 2022 – Years 11 & 12

Hawkesdale P12 College is looking forward to another great year of teaching and learning and would like to advise you of our 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, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to organise and coordinate the best possible programs outside of the traditional teaching and learning classroom structure. These financial contributions assist us with the purchasing of art, physical education equipment and resources, upgrading our digital device program, which in turn supports them to be exemplary programs coinciding with our elite classroom teaching of the established subjects such as Reading, Writing and Maths.

Other programs which we are able to offer because of your contributions include the drama program/school production, robotics, and the variety of welfare programs and events such as the Colour Run and Hands on Learning. We have also been able to provide air conditioning in all classrooms for additional comfort for our students, and to subsidise our swimming program. All of these programs running alongside the traditional classroom teaching and learning programs are imperative so as to provide an effectively balanced and rigorous overall education for your children.

Our school would not be able to fund a range of programs without the ongoing payment of curriculum contributions by parents. Every attempt has been made to limit the size of these contributions and at the October 2021 meeting, school council agreed not to request a contribution from families of Foundation and Year 7 students in recognition of additional costs associated with the transition of the students. We strongly encourage prompt payment of contributions to ensure the continuation of the great programs that we offer at our school.

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

Yours sincerely,

Colan Distel
Principal

Elise Dell
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Year 11 - 12 Classroom consumables, materials & equipment <ul style="list-style-type: none"> • Curriculum diversity support: e.g. specialist equipment and resourcing to ensure breadth of subject choice. • Sports – equipment and maintenance of stadium • Library – books, subscriptions • Drama – school production, costumes, scripts 	\$150
Year 11 - 12 ICT - provision of technology support	\$25
Year 11 - 12 10 Student ID card	\$5
Year 11 - 12 Printing and photocopying of worksheets and learning materials	\$30
Year 11 - 12 Sports events and Incursions <ul style="list-style-type: none"> • Swimming program and carnival • Sporting excursions • Athletics day • Visiting speakers, sports clinics, performers 	\$135
Other Contributions - for non-curriculum items and activities	Amount
Student wellbeing programs (please nominate an amount)	\$
School stadium maintenance (please nominate an amount)	\$
ICT upgrade and maintenance (please nominate an amount)	\$
School grounds maintenance and improvements (please nominate an amount)	\$
Total Amount	\$

Educational items for students to own - Booklists

The school recommends that you purchase book listed items from Campion Education for your child to individually own and use. Many of you will know that a new system and ordering process was introduced in late 2020. There is no longer a paper version of the booklists.

In order to meet current COVID regulations Campion has outlined the preferred process for ordering booklists for 2022:

These options apply to orders placed by the due date. You will be advised at the time of submission which options are still available.

Option 1. Parents/guardians of students attending Hawkesdale P12 College in 2022 are to access the booklist (for the relevant year level) via a link on the Compass Parent Portal.

Parents to submit the order online, with payment made at the time of submission.

This option includes free postage for all orders placed by Sunday 12th December, after that date a \$15.95 postage and processing fee applies. This allows for efficiency of delivery and COVID safe processing.

Option 2. Parents/guardians of students attending Hawkesdale P12 College in 2022 are to access the booklist (for the relevant year level) via a link on the Compass Parent Portal or school website. Parents will need to pay for the booklist online and then collect at 169 Fairy Street Warrnambool from Monday 18th January 2022. This option includes a \$5.95 processing fee.

Option 3. Parents/guardians of students attending Hawkesdale P12 College in 2022 to contact Campion staff at the Warrnambool store directly on 03 5562 9400 or inquire onsite at 169 Fairy Street Warrnambool to arrange collection of booklist items with payment made on the day. Campion Education Retail Service Centres may have restrictions on the number of people allowed in its stores; unfortunately this may result in delays.

Orders need to be placed **online by Sunday 12th December 2021.** After this date, parents will need to use 'click and collect' and collect from the Warrnambool store. There will not be a book 'distribution' day. Payment is made directly to Campion Education.

For details of how to place your order visit

<https://order.campion.com.au/#resourceListListView?code=9B178061>. The code used by our school is **3VQB**.

New parents that have not submitted an order with Campion before will need to create a new account.

This information can also be found on our website <https://hawkesdalecol.vic.edu.au/> and Compass.

Extra-Curricular Items and Activities

Hawkesdale P12 College offers the opportunity to purchase an annual year book and to attend an optional school excursion/camp. These are provided on a user-pays basis.

If you would like to purchase a school year book for your child, please indicate on the table below and return this to the school by 1st December 2021.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
School magazine/ yearbook	\$30	
Optional Year 11 Melbourne experience	\$TBA	
Total Extra-curricular Items and Activities		\$

Financial Support for Families

Hawkesdale P12 College understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (for eligible Health Care Card holders)
- State Schools Relief
- Centrepay
- Payment plan – parents may continue and pay towards camps, bus fares or uniform purchases.

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Sandra Heath, Business Manager on 03 5560 7225
Email: Sandra.heath@education.vic.gov.au

Payment methods

- Cash
- Cheque
- EFTPOS
- Bpay (using the family reference code)
- Direct Deposit to the College Account – Commonwealth bank
 - **BSB: 063-533**
 - **Account No: 10144222**

I authorise \$ _____ to be charged to my Visa/Mastercard

Card No: □□□□ □□□□ □□□□ □□□□

Expiry Date: □□/□□

Name on Card: _____

Card Holder Signature: _____ Date: _____

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.]

Total

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

Your details:		
Student's name:	Year level	
Parent/Carer name (please print):		

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.