

Dear parent/guardian,

Canterbury Girls' Secondary College is looking forward to another great year of teaching and learning and would like to advise you of Canterbury Girls' Secondary College's voluntary financial contributions for 2023.

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:

- update and maintain instruments for the school's instrumental music program
- provide buses for House swimming and athletics carnivals,
- purchase sport equipment and uniforms
- provide additional wifi support throughout the school to ensure there are no blackspots in classrooms
- provide onsite equipment to service notebooks for students,
- maintain and update lockers so that students have a clean and secure space for their belongings,
- provide outside seating around the school,
- provide library books and additional resources for student learning
- provide building and facility updates to ensure a clean, orderly school including painting, asphaltting, furniture, air conditioning and the recent hall upgrade.

This all helps to ensure that we continue to provide the high-quality education and development opportunities for all students for which Canterbury Girls' Secondary College is known.

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

Yours sincerely,

Dr Mary Cannon  
Principal  
Canterbury Girls' Secondary College

Tim Clarke  
School Council President  
Canterbury Girls' Secondary College

<b>Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
Music Resources – Contributes to the whole school music program	\$55
Sport Levy – Interschool sport, house activities & whole school sports	\$65
National Theatre Subscription – English	\$2
Turn It In Subscription – Anti plagiarism software for student submissions	\$10
Photocopying & Printing	\$50
Subject Curriculum Contributions specific to your child (see attached). Your child may be participating in subjects across different year levels.	
<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
Education Support Contribution – This contribution contributes to the overall running of the school	\$620
ICT Contribution – Contributes to the IT network and associated ICT resources	\$60
Locker Lease	\$60
Student & Parent Communication Contribution (including Compass)	\$30
Parents' Association Annual Membership (per family charge)	\$50
Working Bee (per family charge)	\$60
<b>Tax deductible contributions</b>	
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure (per family charge)	\$330
<b>Library fund.</b> A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource (per family charge)	\$50
<b>Total Amount</b>	<b>\$</b>

### Educational items for students to own

Attached is a list of items that the school recommends you purchase from Campion Education for your child to individually own and use.

### Extra-Curricular Items and Activities

Canterbury Girls' 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.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
Instrumental Music – Optional music program as scheduled throughout 2023. The costs of these sessions will be advised throughout the year	TBA	
Optional camps and excursions as scheduled throughout 2022. The cost of these activities will be advised throughout the year.	TBA	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

### Financial Support for Families

Canterbury Girls' 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 School's Relief <https://stateschoolsrelief.org.au/>
- Boroondara Chances Scholarship

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

Trent Adams  
 Business Manager  
 Ph: 03 8930 5099 | Email: tad@cgsc.vic.edu.au

## Total

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

## Payment methods

Compass Parent Portal

EFTPOS – Call 03 9830 5099 to in person at the general office

## 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.

# 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.