



ALEXANDRA SECONDARY COLLEGE

RESPECT, PERSONAL BEST & INTEGRITY

Phone: 03 5770 2000

Private Bag 1
ALEXANDRA
Victoria 3714
email: alexandra.sc@education.vic.gov.au

Principal: Nigel Lyttle

www.asc.vic.edu.au

Dear Parent/Guardian,

November 5th 2021

Alexandra Secondary College is looking forward to another great year of teaching and learning and would like to advise you of Alexandra Secondary College's 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. This has made a huge difference to our school and the quality of programs we offer.

Within our school this support enables us to:

- Offer a wide range of special curriculum experiences for our students across all year levels.
- Provide a rich array of classroom materials like exciting chemicals in Science, interesting ingredients in cooking classes, good quality sporting equipment in PE.
- Allow students to take home what they create and make.

Please find below Alexandra Secondary College's voluntary financial contributions schedule for 2022, which includes an overview of what your contributions will contribute towards.

Department of Education guidelines now mandate that schools are UNABLE to provide parents with a statement of fees. With this in mind, parents are asked to please review the recommended voluntary financial contributions schedule below for an indication of contributions for your child/ren.

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

Yours sincerely,

Nigel Lyttle
Principal

Mandy Gesler
School Council President



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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount	Purchase (Please tick)
VCE Units 1&2 <ul style="list-style-type: none"> Studio Art 1&2 Works taken home \$15 		
VCE Units 1&2 Printing and photocopying of workbooks and learning materials <ul style="list-style-type: none"> Biology Units 1&2 \$25 Business Management Units 1&2 \$20 Health & Human Development Units 1&2 \$20 Legal Studies Units 1&2 \$10 Psychology Units 1&2 \$15 		
VCE Units 3 & 4 Printing and photocopying of workbooks and learning materials <ul style="list-style-type: none"> Biology Units 3&4 \$30 Business Management Units 3&4 \$20 Health & Human Development Units 3&4 \$25 Legal Studies Units 3&4 \$20 History Units 3&4 \$20 Psychology Units 3&4 \$15 History Units 3&4 \$20 		
VCE Units 3 & 4 <ul style="list-style-type: none"> Visual Communications 3&4 Works taken home \$15 Studio Art 3&4 Works taken home \$15 		
Other Contributions - for non-curriculum items and activities	Amount	Purchase (Please tick)
School grounds maintenance and improvements	\$50	
Tax deductible contributions		
Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$	
Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$	
Total Amount	\$	

Educational items for students to own.

Please find attached is a list of items that the school recommends you purchase for each individual student. Items can be purchased from Alexandra Newsagency for your child to individually own and use.

Extra-Curricular Items and Activities.

Alexandra 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 26/2/2022.



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Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>Optional School Magazine - Bali Hai</i>	\$20	
<i>VCE Interschool Sports program per Term</i>	\$15	
<i>VCE private music lessons</i>		
• <i>Hire of Instrument</i>	\$180	
• <i>Tuition-Drums, Guitar,</i>	\$300	
• <i>Bass, Singer Tuition Brass, Woodwind</i>	\$150	
<i>Other optional VCE excursions to be scheduled</i>	TBA	
Total Extra-curricular Items and Activities		\$

Financial Support for Families

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

- Camps, Sports and Excursions Fund provides payments for eligible students to attend camps, sports and excursions.
- State Schools' Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate.

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

Anne Norris

Ph: 03-5770 2000, or Email: anne.norris@education.vic.gov.au

Payment Methods

While payment is not required until the start of the 2022 school year, we can accept payments in 2021.

All parent payments and contributions can be made by cash, cheque or debit/credit card, at the school's office, or by BPAY.

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	\$

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.