

November 2022



**MACLEOD**  
COLLEGE

Dear Families,

### 2023 - Year 09

Macleod College is looking forward to another great year of learning and educational experience and would like to advise you of Macleod College's voluntary financial contributions for 2023.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. Although contributions are voluntary, the ongoing financial support of our families ensures that our school can offer the best possible education and support for our students. Our school only requests contributions for items that we believe add value to the school experience for students.

Macleod College proudly delivers a rounded, comprehensive, and inclusive program that caters for the learning and wellbeing needs of all our students. This program relies on your ongoing voluntary financial support to provide for the standard curriculum and additional educational and physical resources.

We thank families for their support, whether that's through fundraising or volunteering your time. This has made a huge difference to our College and the programs we can offer.

Within our College this support has allowed us to provide an enhanced offering of subjects and special curriculum experiences including updated resources; Holistic Health & Nutrition Days for students; preparation for an Indigenous Garden with ongoing work into 2023; enhanced digital learning opportunities; new shade sail adjacent to our Science Centre; updated security cameras and PA systems; continuous improvement of our College communication systems including the new iNewsletter, website updates, Compass Education; new outdoor and indoor seating and refurbished classrooms, ongoing student locker maintenance around the campus; student lunchtime activities - sports, dance and other clubs and much more.

For further information on the 2023 Department's Parent Payments Policy, please see a one-page overview attached.

Yours sincerely,

*Andrew Arney*  
Acting Principal

*Mark Lipman*  
School Council President

*Inspiring and Supporting every child*

**Macleod College - Prep to Year 12**

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A.B.N. 27 735 076 421 DET CRICOS Provider Code: 00861K

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
Student ID Card	\$10
Classroom consumables, materials & equipment <ul style="list-style-type: none"> <li>Science – chemicals, organic materials, etc (\$35)</li> <li>Health and Physical Education – equipment (\$35)</li> </ul>	\$70
Whole school activities <ul style="list-style-type: none"> <li>Swim Carnival – entry &amp; transport (\$25)</li> <li>Athletics Carnival – entry &amp; transport (\$25)</li> </ul>	\$50
Printing and photocopying learning materials	\$20
Online tools/subscriptions & ICT <ul style="list-style-type: none"> <li>Careers Tools &amp; Virtual Reality Career Resources subscriptions NEW (\$25)</li> <li>ICT maintenance and systems costs (\$35)</li> </ul>	\$60
<b>Year 09</b>	<b>\$210</b>
<b>Elective Curriculum Contributions</b> (resources and materials supplied)	
Drama	\$20
Food Design	\$100
Food - Patisserie	\$125
Materials, Design and Wood Technology	\$50
Media	\$30
Visual Communication	\$20
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
Vic & District Affiliation fees	\$10
Student Services Contribution: any contributions will be dispersed evenly across these items. <ul style="list-style-type: none"> <li>Student Wellbeing support programs – wellbeing programs, mental health practitioner</li> <li>Enhanced Student support – homework clubs, mentoring &amp; coaching</li> <li>Student and Parent communication tools</li> <li>First Aid and provision of First Aid operative</li> <li>Locker Hire &amp; Maintenance</li> </ul>	\$155
<b>General Contribution:</b> School grounds maintenance and other improvements – This allows for employment of Maintenance team as well as maintaining school grounds for outdoor learning spaces, library and other educational resources.	\$120

<b>Educational items for students to own</b> - below is a list of items required to be purchased from third party providers for your child to individually own and use	<b>Amount</b>
School Uniform: available online from Noone Imagewear	Per website
Textbooks & Resources: available online from North of the Yarra (NoTY)	Per online booklist
Education Perfect Subscription: listed on booklist, payable via Compass	\$63.50
Student Planner: listed on booklist, payable via Compass	\$20
BYOD device program: available from Edunet	\$630 - \$1800

### Extra-Curricular Items and Activities

Macleod 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 to deliver the Curriculum. These are provided on a user-pays basis.

<b>Extra-Curricular Items and Activities</b> <i>'User-pays' basis</i>	<b>Amount</b> Payable via 'Compass'
Optional School Dunvegan magazine	\$20
Year 09 City Experience Program - to be scheduled and advised via Compass Events (CSEF Funding available to eligible students)	TBC
Year 09 Excursions - to be scheduled and advised via Compass Events (CSEF Funding available to eligible students)	TBC
Optional Interschool Sports program per event (CSEF Funding available to eligible students)	\$17.50
Optional <b>Music Academy Program P-12:</b>  <b>\$100 deposit (non-refundable)</b> is required to secure a place in the Music Academy Program. <ul style="list-style-type: none"> <li>• Music Tuition P-10</li> <li>• VCE Music Tuition</li> <li>• 2nd Instrument Tuition</li> <li>• Instrument Hire (dependant on availability of instruments)</li> <li>• Piano / Drum Hire &amp; Maintenance</li> <li>• Extra Activities –'Murray to Mountain Music Tour', 'Generations in Jazz' and 'Fergully Music' camps, excursions &amp; external exams</li> </ul>	\$100 \$550 \$650 \$300 \$220 \$165 TBC

## Financial Support for Families

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

- CSEF - Camps, Sports and Excursions Fund provides support for eligible students to attend camps, sports and excursions
- State Schools' Relief (SSR) support for clothing/uniforms
- Wellbeing Support
- Second-hand Uniform Shop
- Community Support options
- Modified payment plans

If you are experiencing financial hardship, please contact Nina Nigro, Business Manager; [nina.nigro@education.vic.gov.au](mailto:nina.nigro@education.vic.gov.au) for a confidential discussion about accessing these services, or JoAnne McBain, Accounts; [accounts@macleod.vic.edu.au](mailto:accounts@macleod.vic.edu.au) to make alternative payment arrangements.

## Payment Methods

Financial payment or contribution by families is critical to maintaining the quality of education, student services and school environment.

2023 Curriculum and Other Contributions, plus Extra-Curricular Items and Activities associated with your child/children are payable via **Compass**.

### **Option 1 – Pay in Full**

Curriculum and Other Contributions and Extra-Curricular payments can be made in full by **1 January 2023** via Compass Payments Centre, by phone or in person at Reception.

### **Option 2 – Payment Plan**

Curriculum and Other Contributions and Extra-Curricular payments have been dispersed over the year, with the first instalment date as **1 January 2023**. See Attachment 1 for more details.

### **Option 3 – Modified Payment Plan**

A modified payment plan can be set up for weekly, fortnightly or other. Families with more than one student may request to set up only one plan instead of multiple plans. Please contact Reception.

## Refunds

Parent/carer requests for refunds are subject to the College discretion and made on a case-by-case basis. Refunds will be provided where the College 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.

Macleod College refund policy does not allow for cash refunds. All approved refunds will be credited to the family account to be used for any future expenses.

## Compass Payment Plan Dates for 2022/2023

Please log into Compass to set up your Payment Plan/s

Month	Curriculum & Other Contributions	Extra-Curricular Items & Activities User-pay basis
		<b>Music Academy P-12 Music Charges</b>
November 2022		<b>\$100 Deposit due by 01/12/22 to secure a place</b>
December 2022		
January 2023	<b>01/01/23</b> <i>Full contribution or Payment plan</i>	
February 2023		01/02/23
March 2023	01/03/23	01/03/23
April 2023		
May 2023	01/05/23	01/05/23
June 2023	01/06/23	
July 2023	01/07/23	01/07/23

# 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.