



LYNDHURST  
SECONDARY  
COLLEGE

950 South Gippsland Highway, Cranbourne, 3977  
PO Box 711, Cranbourne, 3977  
Phone: 03 5996 0144  
lyndhurst.sc@education.vic.gov.au  
ABN 89 639 344 699

---

Dear parent/guardian,

Lyndhurst Secondary College is looking forward to another great year of teaching and learning and would like to advise you of the 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. We understand the costs associated with schooling can be difficult for families and we endeavour to keep contributions to a minimum. Where appropriate we have moved away from the traditional high-cost textbook in favour of online learning. We seek your support through these contributions in order to continue offering a full program at a low cost to parents.

This document provides detailed information on contributions, how to make payment and what you can do if experiencing financial difficulty.

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

Yours sincerely,

Eloise Haynes  
Principal

William Noble  
School Council President

<b>Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>
Student ID Card	\$10.00
General contribution towards classroom materials, class sets and school equipment	\$50.00
Online learning Subscriptions (e.g. Essential Assessment, STILE, Maths Online) - **Year 10 only**	\$40.00
School Sports Carnivals Program including transport and entry fees (CSEF applicable)	\$50.00
Curriculum based excursions as scheduled throughout the year. The cost of these excursions will be advised when seeking consent for students to attend.	TBA
<b>Subject Contributions:</b>	
Studio Art - **only applicable if chosen as a subject**	\$50.00
Food Studies - **only applicable if chosen as a subject**	\$100.00
Technology (systems/wood) - **only applicable if chosen as a subject**	\$50.00
<b>Year 10</b> Outdoor Education Elective subject - includes camp, excursions, transport, entry fees (CSEF applicable) - **only applicable if chosen as a subject**	\$220.00
<b>Year 11/12</b> Outdoor Education Elective subject - includes camp, excursions, transport, entry fees (CSEF applicable) - **only applicable if chosen as a subject**	\$520.00
<b>Other Contributions</b> - for non-curriculum items and activities	<b>Amount</b>
School grounds maintenance and improvements	\$50.00
<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 Champion Education and Edrolo for your child to individually own and use.

For more information about the Lyndhurst Secondary College Bring Your Own Device (BYOD) program, please refer to this link: <https://www.lyndhurst.vic.edu.au/student-life/student-computers/>

### Extra-Curricular Items and Activities

Lyndhurst 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 31<sup>st</sup> January 2022.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
School magazine/ yearbook	\$25.00	
Australian Maths Competition	\$6.50	
Other optional camps and excursions to be scheduled	TBA	
<b>Total Extra-curricular Items and Activities</b>		<b>\$</b>

### Financial Support for Families

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

- Camps, Sports and Excursions Fund (CSEF)
- Secondhand textbooks and uniforms from [www.sustainableschoolshop.com.au](http://www.sustainableschoolshop.com.au)
- State Schools Relief
- Centrepay

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

**Jenny Alexander | Bursar**

Ph: 03 5996 0144 | Email: [Jennifer.Alexander@education.vic.gov.au](mailto:Jennifer.Alexander@education.vic.gov.au)

Total for (student name) : \_\_\_\_\_ Year Level \_\_\_\_\_

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

### Payment methods

The preferred payment method is via Compass - <https://lyndhurst-vic.compass.education/ActionCentre/>

The College also accepts:

- BPAY or Direct Deposit (please contact Jenny Alexander for details)
- EFTPOS payment using debit/credit card at the school office
- Cash or Cheque at the school 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.