



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

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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 2023.

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 - items and activities that students use, or participate in, to access the Curriculum</b>	<b>Amount</b>
Student ID card	\$10.00
Resilience Project diary and resources	\$20.00
General contribution towards classroom materials, class sets and school equipment	\$100.00
Online learning subscriptions, eg. Essential Assessment, STILE, Maths Online	\$30.00
Curriculum based excursions as scheduled throughout the year. The cost of these will be advised when seeking consent for students to attend. (CSEF applicable)	TBA
<b>Total Curriculum Contributions</b>	<b>\$160.00</b>
** only applicable if chosen as a subject ** Year 10 Outdoor Education elective subject. This includes camp, excursions, transport, entry fees etc. for activities that are part of the required course work. The cost of these will be advised when seeking consent for students to attend (CSEF applicable). As a guide, in previous years the total cost was up to \$220 for the full year.	TBA

<b>Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>
Padlock / locker service	\$15.00
School grounds maintenance and improvements	\$50.00
<b>Total Other Contributions</b>	<b>\$65.00</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.

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 – provided on a user-pays basis**

Lyndhurst Secondary College offers 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 the school Magazine/Yearbook for your child, please ensure payment is made to the school by 31<sup>st</sup> January 2023. The cost of any other optional events, camps and excursions will be advised throughout the year.

Extra-Curricular Items and Activities	Amount
School magazine/ yearbook	\$25.00
Optional events, camps or excursions as scheduled throughout the year. This includes <u>optional</u> activities organised for students who choose the VCE Outdoor Education subject. The cost of these will be advised when seeking consent for students to attend. (CSEF applicable)	TBA
<b>Total Extra-curricular Items and Activities</b>	<b>\$25.00</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	Total
Curriculum Contributions	\$160.00
Other Contributions	\$65.00
Extra-Curricular Items and Activities	\$25.00
<b>Total</b>	<b>\$250.00</b>

**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.