



HEATHMONT
COLLEGE

November 2024

2025 Parent Payment Arrangements – Year 9

Dear Parent / Guardian

Heathmont College is looking forward to another great year of teaching and learning and would like to advise you of Heathmont College's voluntary financial contributions for 2025.

We strive to offer a challenging and innovative curriculum that nurtures the academic potential and personal growth of each child. We are committed to fostering student engagement, wellbeing, and a diverse range of programs for all year levels.

Parent voluntary contributions play a crucial role in supplementing government funding and supporting our extended learning programs, specialist staff, equipment, and facility improvements. They directly impact curriculum programs, technology maintenance, and grounds enhancements, which are critical to maintaining and enhancing the colleges' high standards and meeting the needs of our diverse student body. To ensure transparency, parent contributions are broken down into different components, each serving a specific purpose:

- The curriculum component supports our participation in School Sport Victoria competitions, enhances our Visual and Performing Arts programs, and enables the delivery of specialised programs such as the Year 9 Life Program and the elective programs for Years 9 and 10. Additionally, it supports senior students through career counselling, pathways guidance, tutoring, mentoring, and guest speaker presentations
- The Computer Technical Support contribution ensures the employment of dedicated technology support staff who manage our servers, wireless networks, website, information and communication technology facilities (including the Compass learning management system), and the provision and maintenance of nearly 700 notebooks, tablets, and other devices for students and staff
- The grounds maintenance and improvement contribution has enabled us to undertake significant landscaping projects and replace old seating with modern and aesthetically pleasing alternatives, enhancing the overall safety and appearance of our College.

It is important to stress that the viability of our innovative programs in 2025 relies on your support through voluntary parent contributions. We understand the financial challenges faced by families, and we want to assure you that all contributions are valued and go directly toward student programs, specialist staff, and facilities that benefit everyone. Please know that the suggested contribution amounts can be easily adjusted through Compass. By working together and contributing what we can, we create a powerful collective impact.

If you have any concerns or questions about payment, our Principal and Business Manager are available for further discussion. On behalf of the College Council, we extend our sincere thanks for your continued support, which plays a vital role in shaping the education and opportunities we provide to our students. Please see the attached Parent Payment guidelines and policy for full and further details. We deeply appreciate the ongoing support of our families, whether through financial contributions or fundraising efforts. Your collective contributions make a significant difference to our school and the enriching programs we offer.

Your sincerely

Kerry Sandford
PRINCIPAL

Ameer Cooper
SCHOOL COUNCIL PRESIDENT



CURRICULUM CONTRIBUTIONS Year 9 - items and activities that students use, or participate in, to access the Curriculum	Amount
Year 9 Student ID Card	\$20
Year 9 classroom consumables, materials & equipment <ul style="list-style-type: none">• Science – chemicals, equipment & materials• Health and Physical Education - equipment	\$70
Year 9 House Group and Student Support Consumables including Swell/Flourish program, craft items, food ingredients, poster paper and activities	\$100
Year 9 Visual Arts - paint, drawing materials, lino, wire, coloured paper	\$80
Year 9 Visual Communication – Cricut materials, Model making materials - balsa wood, foam board, plywood, mounting board	\$100
Year 9 Music – Soundtrap software	\$50
Year 9 Media – photography/film, laser printing	\$20
Year 9 Food Technology - flour, egg, sugar, milk, butter, cheese, poultry, meat, cold meats, fruit, berries, chocolate, vegetables	\$100
Year 9 Design and Technology - nails, screws, hinges, PVA glue, Box Guitar parts (strings and pegs), pine, plywood, paint, varnish	\$90
Provision and upkeep of school devices, peripherals and ICT including classroom equipment	\$50
Year 9 Printing and photocopying of worksheets and learning materials	\$50
Total Curriculum Contributions Amount	\$

OTHER CONTRIBUTIONS - for non-curriculum items and activities	Amount
HOPE Dog – Frances	\$20
Student wellbeing programs	\$60
First aid equipment	\$35
School grounds maintenance and improvements	\$50
Educational Items for students to own Booklist items will be provided in Term 4. The school recommends you purchase from Lilydale Books. These items are for your child to own and use.	
Tax deductible contributions	
Building fund: A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$100
School Library: A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource.	\$100
Total Other Contributions Amount	\$



Extra-Curricular Items and Activities

Heathmont 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		
Optional Year 9 instrumental music lessons (Please complete Instrumental Music Form)	\$295	Invoiced as Event on Compass
Music Equipment Hire (if required & available)	\$175	Invoiced as Event on Compass
2024 Sports Academy	\$2000	Invoiced as Event on Compass
Year 9 whole school events <ul style="list-style-type: none">Athletics & Swimming Carnivals	TBA	Payable during the school year on Compass Events
9LiFE camp and excursions	TBA	Payable during the school year on Compass Events
Year 9 excursions and incursions	TBA	Payable during the school year on Compass Events
Total Extra-Curricular Items and Activities		\$

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

Payment methods

Compass (this is our preferred payment method), BPAY, or cash/credit card at reception. Various Payment Plans (e.g., weekly, fortnightly, monthly payments) are available for selection through Compass. A personalised Payment Plan can be arranged with written request from parents/guardians.

Financial Support for Families

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

- The Camps, Sports and Excursions Fund (CSEF) for families who meet the criteria
- State Schools' Relief affordable uniform program
- Wellbeing Team for a confidential discussion and information regarding support options



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

- **Sandra Nebl, Accounts Receivable**
Ph: 03 9871 4888 | Email: sandra.nebl@education.vic.gov.au or
- **Tracie Edgell, Business Manager**
Ph: 03 9871 4888 | Email: tracie.edgell@education.vic.gov.au

Refunds

- All Camps, Excursions and Incursions are fully self-funded.
- Refer to the school website 'Refund for Activities' under the Payment Policy section.
- On site activities and incursions at the College will not be refunded in the case of absence or withdrawal.
- One day excursions will not be refunded in the case of absence or withdrawal.
- Sports Academy Refund Policy-as outlined in the Heathmont College Sports Academy Student-Athlete & Parental Agreement form.
- Camps – In the case of illness or withdrawal there may be chance of a partial refund where a camp provider is willing to refund the camp cost for your child. A written statement from a parent is necessary with a bona fide excuse. A request of a supporting medical certificate will be required.
- Tax Deductible Donations are unable to be refunded once an office tax-deductible receipt has been issued.
- Instrumental Music – Where a family has requested a refund for any part of the Instrumental Music fee, consideration will first be given to the costs incurred by the school in planning and arranging Instrumental Music Instruction and the cost of any non-returnable items provided to the student.

To discuss further please contact Tracie Edgell – tracie.edgell@education.vic.gov.au or phone the College on 9871 4888.

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

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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.

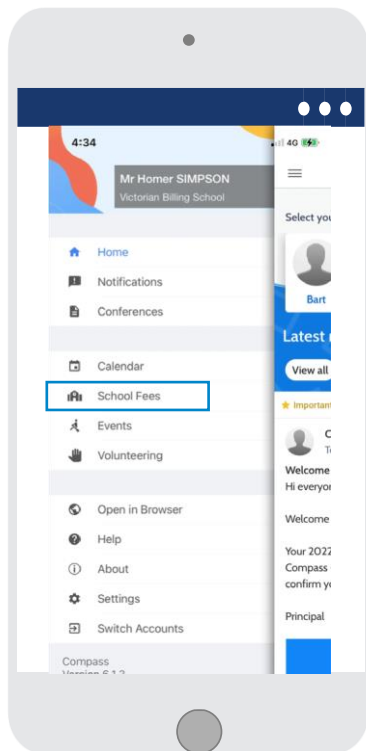
A Parent's Guide to Billing

A step by step guide to take you through paying your school contributions through the Compass App or Browser.



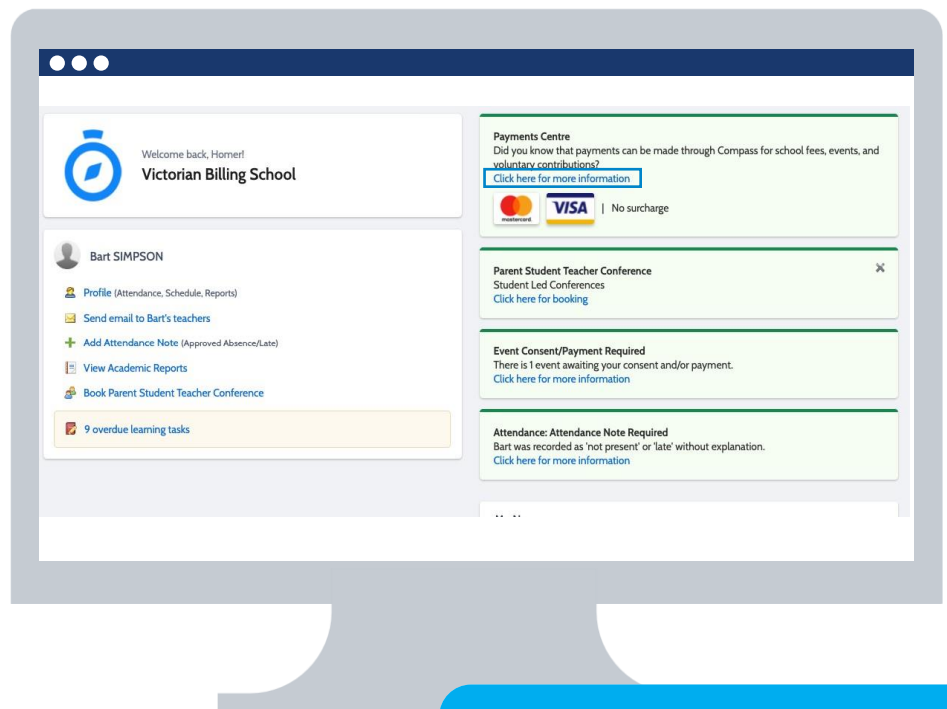
Compass App

- ✓ Click the 'Payment Centre' Banner on your Home Page & select School Fees



Web Browser

- ✓ Select 'School Contributions' from the 3 Bars / Side Menu



Goodbye cash handling!

The Compass Payments Centre allows you to pay anytime, anywhere - reducing foot traffic and contact in the school office.



Handy Tips & Tricks

- ✓ You can access your payment history via Cog icon > My Payments.
- ✓ All transactions will send a receipt to your email.
- ✓ Access your Events & School contributions all in the one place.
- ✓ Chip away at your fees, whenever suits you.
- ✓ Choose from a number of instalment options

A Parent's Guide to Billing

COLLEGE

Complete your Contributions

Each contribution/payment will detail whether this is a standard or donation fee, and can be adjusted, to chip away at each amount.

You'll always be able to access Payments Centre, so you can come in and pay again at any time, anywhere.



School Fees
Hazel SIMPSON & Marge SIMPSON

2022 School Payments

Dear Parents and Carers,

High School is proud to offer a range of exemplary curricular and co-curricular programs to students across the school. While the Victorian Government supplies most of the school's funding, this is not sufficient to meet all the costs of the school's programs. All schools are dependent on locally raised funds to supplement government funding for curriculum programs, school services and resources. Locally raised funds in the form of parent contributions are essential for the operation of the school's extended learning program, specialist staff and the provision of additional equipment.

Parent Payment Policy

The Department of Education and Training (DET) Parent Payment Policy provides advice on the different types of payments that schools may request from parents and outlines the procedures and protocols to which schools must adhere. The High School Council is responsible for developing and approving a school-level parent payment arrangement that is compliant with the Department's policy. The DET policy is available here <https://www2.education.vic.gov.au/pal/parent-payment/policy> or a hard copy is available on request from the general office.

Financial help arrangements

High School offers a range of supports to families who are experiencing financial hardship and are unable to make the parent payment. The DET also provides a range of supports to families that will complement the school supports. The school-based arrangements could include establishing payment installment plans and providing access to school resources. The DET arrangements include access to a range of government funded support programs including the State School's Relief Fund, the Camps, Sports and Excursions Fund (CSEF) as well as a range of student scholarships. Families should contact the school via or 1092 7300 to enquire about these supports.

The High School Council wishes to ensure that increases in parent payment contributions are minimised. However, it cannot be too strongly stressed that the viability of many of our innovative programs is dependent on your support via the payment of the voluntary parent contribution. Payment of the parent contribution is preferred at the time of course confirmation and payment of the school fees.

Course Confirmation

We ask parents and carers to confirm enrolment through the course confirmation process by Monday 16 November 2020 via this online portal.

The Principal and the Business Manager are available if you wish to discuss any matters concerning payment. The High School Council relies upon and thanks you for your continued support.

Yours sincerely,

Principal

Basketball Academy Bart SIMPSON	\$ 900	\$900.00
Curriculum Costs Bart SIMPSON	\$ 500	\$500.00
Library Donation Bart SIMPSON <small>Contribution / Donation</small>	\$ 0	\$200.00
Building Donation Bart SIMPSON <small>Contribution / Donation</small>	\$ 0	\$100.00
Food Technology Bart SIMPSON <small>Contribution / Donation</small>	\$ 0	\$80.00

2022 School Payments

payment of the school fees.

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Yours sincerely,

Principal

Curriculum Costs	Amount (AUD)	500
Library Donation Donation	Amount (AUD)	200
Building Donation Donation	Amount (AUD)	100
Food Technology Donation	Amount (AUD)	80
Building Fund Donation	Amount (AUD)	190

Next

Choose your Payment Method & process payment

Once you're happy with the amount chosen, you can choose to pay in full or via instalments.

You'll see the instalment options set up by the school - with the relevant dates and charges. This will direct debit your card on those given dates.

Payment Method

New credit card

PULL NAME

Card number

Full name

MM / YY CVC

Save this card

Payment

Total of all charges (inclusive of discounts)	\$2,100.00
Less amount already paid	-\$700.00
Balance	\$1,400.00
Amount to pay	\$320.00

Pay in full now
 Pay in instalments

Four Payments

Your card will be billed on these dates

Due on 15 November 2021	\$80.00
Due on 15 December 2021	\$80.00
Due on 15 January 2022	\$80.00
Due on 15 February 2022	\$80.00

Process

We use CompassPay.com as our payment processing gateway. In clicking the relevant "Confirm and Pay" button to the right, you agree for your credit card to be charged by CompassPay.com on behalf of your school. You understand that the amount charged will be the "Total Due" or amount indicated to the right. Refunds for cancelled online orders will be made to your Compass Balance regardless of original method of payment. This payment and use of this website is in alignment with the Compass School Manager terms and conditions of use available at <http://compass.edu.au/policy/>.

Confirm and Pay

Payment

Total of all charges	\$1,000.00
Less amount already paid	-\$500.00
Balance	\$500.00
Amount due	\$1,070.00

Pay in instalments

Four Payments

Your card will be billed on these dates

Mon, 15 Nov 2021	\$267.50
Wed, 15 Dec 2021	\$267.50
Sat, 15 Jan 2022	\$267.50
Tue, 15 Feb 2022	\$267.50

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