



RINGWOOD SECONDARY COLLEGE

Parent Payment Arrangements 2025

Dear Families and Carers,

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

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 during your time with the College. This has made a huge difference to our school and the programs we can offer.

Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary. Families are asked to please review the recommended financial contributions detail here within for an indication of contributions for your child/ren.

Contributions in full are welcome while instalments (recurring contributions) are also an option.

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

Yours sincerely,

Rosina Fotia
Principal

Ian Roadnight
School Council President

Year 7 - 12	Amount \$
Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	
General classroom materials & equipment	
Materials, Equipment & Service	400
Provision and upkeep of school devices, peripherals, ICT	
IT Support	90
Laptops school software installation that enables IT to provide all school software on student devices	50
Other Contributions – Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives	
First Aid and hygiene costs	50
Compass parent communication and other communication tools	40
Chaplaincy Support Program	50
Building Fund Tax Deductible contributions* (School council has requested these donations to undertake building works and installation infrastructure)	100
School buildings and grounds maintenance and enhancement	55
Extra-Curricular Items and Activities – The 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.	
Optional Items;	
<ul style="list-style-type: none"> Student Accident Insurance 	32
<ul style="list-style-type: none"> College Yearbook 	31
<ul style="list-style-type: none"> College Yearbook – Digital copy 	15
Private instrumental music lessons and instrument hire (via Compass)	
<ul style="list-style-type: none"> Music Choir Levy 	210
<ul style="list-style-type: none"> Music Program Levy 	550
Other optional camps and excursions & activities to be scheduled (via Compass)	TBA
High cost items within subjects (via Compass)	TBA

Educational items for students to own

Below is a list of items that the school recommends you purchase from third party providers for your child to individually own and use.

Educational items for students own use	Amount
Text Books per book list available from Campion Australia	Refer to book list
One to one Device program – Laptop Year 7 & 10 only: available from JB Hi fi Australia https://www.ringwoodsc.vic.edu.au/wp-content/uploads/2024/11/Ringwood-Secondary-College-BYOD-2025.pdf	\$ Options

Payment arrangements and methods

School approved contributions are available to pay on Compass and is Ringwood Secondary College's preferred method of payment. Parents will be provided with early notification of annual payment requests. Reasonable notice will be given for any other payment requests during the year (i.e. excursions on Compass).

Parents will be permitted to pay in full or instalments via Compass or EFTPOS. Parents are able to enter into a confidential payment arrangements by contacting Linda Wheeler on 9870 2002 or emailing 8270-finance@schools.vic.edu.au.

Family support options

There are a number of support options available for parents including, but not limited to;

- Second hand books and uniform sales www.sustainableschoolshop.com.au
- Day User Laptop Program
- Camps, Sports & Excursion Funding (CSEF) available to eligible parents
- State Schools Relief support for uniforms/footwear/calculators/textbooks (via College Wellbeing team)
- Local community support (Wellbeing team can provide further information)
- School Saving Bonus

Information regarding support options is available from the Administration Office and will be advertised periodically in the College Newsletter and on the website.

Consideration of hardship

The College understands that families may experience financial difficulties or hardship at times and may be unable to meet full or part payments requested. Families are invited to contact the College to make payment arrangements or alternatively, can contact the Wellbeing team for a confidential discussion and available options.

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.

Communication with families

The Parent Payment Policy is published on the College website. General enquiries regarding parent charges may be made to the College via email 8270-finance@schools.vic.edu.au.

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.