



# Highvale

Highvale Secondary College  
Capital Avenue  
Glen Waverley Vic 3150  
Phone: 9803 5144  
Email: [highvale.sc@education.vic.gov.au](mailto:highvale.sc@education.vic.gov.au)  
Website: [www.highvalesc.vic.edu.au](http://www.highvalesc.vic.edu.au)

## YEAR 7 PARENT PAYMENT ARRANGEMENTS 2023

Dear Parent/Guardian

Highvale Secondary College is looking forward to another great year of teaching and learning and would like to advise you of Highvale's 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. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students and has made a huge difference to our school and the programs we can offer.

This support has allowed us to offer a wider range of subjects and specialised curriculum experiences, including enhanced digital learning opportunities assisted by online learning resource programs and platforms available to our student. Parent contributions have enabled the College to update our bank of computer netbooks that are available for student classroom use.

Parent support has also assisted with the general maintenance and improvement of College facilities. This has included construction of our college theatre, provision of shade structure and seating to basketball courts, various shade sails, college fencing and music pods, as well as enhancement to college gardens and outdoor spaces for student use.

For further information on the Department's Parent Payments Policy please [click here](#) to view.

Please find the charges schedule for *Year 7* attached. Please complete this form and return to the College or alternatively log on to Compass to set up your payment arrangements.

Highvale Secondary College makes every effort to keep the cost of items and activities affordable for all parents.

Yours sincerely

Ian Watkins

Principal

Terry Chung

College Council President

<b>Student Name</b>		<b>Student ID Code</b>	
---------------------	--	------------------------	--

<b>Curriculum Contributions – items and activities that students use, or participate in, to access the Curriculum</b>	<b>Cost</b>	<b>Amount Paid</b>
<b>Student Materials &amp; Resources</b>	\$136	
<b>Student ID Card</b>	\$12	
<b>Combination Lock</b>	\$18	
<b>Focus Group Year 7</b>	\$38	
<b>December Program</b>	\$125	
<b>Year 7 Technology Block</b>	\$77	
subtotal	\$406	

Please [click here](#) for itemisation and cost breakdown of the above items.

<b>Other Contributions – for non- curriculum items and activities</b>	<b>Suggested Amount</b>	<b>Amount Paid</b>
<p><b>Highvale Secondary College continues to welcome your contributions to support our school. You can make a general voluntary contribution that goes towards all of our school's important priorities for 2023, as well as contributions towards additional activities and services provided for all students. Alternatively, you can make a contribution to any of the specific priorities outlined here</b></p>		
<b>Student Services</b> <i>First aid support, welfare support, tutoring</i>	\$35	
<b>Sport</b> <i>-Swim Carnival, athletics carnival, School Sport Vic and Division Athletics student affiliations, sports bus subsidy on top of amount students are charged</i>	\$33	
<b>IT Support</b> <i>-IT Resources, Compass, Non Det Provided Internet, Student Internet Security and Technology Resources, Curriculum based learning platforms provided for student use.</i>	\$95	
<b>Grounds</b> <i>- ensures that our grounds are kept to a high standard of amenity and safety.</i>	\$55	
<b>Tax Deductible Contributions (please note that tax deductible contributions are non refundable)</b>		
<b>College Building Fund</b> The College buildings have been substantially improved over the years through generous parent contributions. Recent improvements funded by this voluntary contribution, have contributed to the annual gym floor sealing and maintenance, refurbishment of buildings and internal and external painting. <i>School council has established tax-deductible gift recipient status with the Australian Taxation Office for the Building Fund.</i>	\$87	
<b>College Library Fund</b> The Library fund donation, typically is used to source library operations including the purchase of books, resources and specialised IT Library services. <i>School council has established tax-deductible gift recipient status with the Australian Taxation Office for the Library Fund.</i>	\$58	
Subtotal	\$363	

### Extra-Curricular Items and Activities

Highvale 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.

[Click Here](#) to view other extra-curricular items and activities available at Highvale SC.

Extra-Curricular Item	Cost	Amount Paid
<i>College Magazine</i> Each year our College students and staff produce a College Year Book which is made available to families at the end of the year/beginning of the following year	\$27	

### Total Amount Paid

Category	Cost	Amount Paid
Curriculum Contributions	\$406	
Other Contributions	\$363	
Extra-Curricular Items and Activities	\$ 27	
<b>Total Amount Paid</b>	<b>\$796</b>	

So that the school can prepare accordingly, please complete this form and return to the school by 7<sup>th</sup> December 2022 or alternatively log onto compass to set up your online payment details.

### PAYMENT METHODS - Total Amount of Payment \$

1. **Compass Pay** – use our School Management Portal for online payment in full by 7/12/22 or half by 7/12/22 with balance due 15/3/23  
 Logon to Compass homepage then click on Course Confirmation/School Payments listed on right below ‘My News’. (Do not return this remittance if payment is made via Compass)

2. **Cash**

3. **Cheque (made payable to Highvale Secondary College)**

4. **BPay** – in full by 7/12/22  or half by 7/12/22 with balance due 15/3/22

5. **Credit Card** :  Please debit my credit card now for the full amount. **Total \$.....**

Please debit my credit card for half of the full amount now and half on 15/3/22.

Credit Card Number		Expiry Date	CCV
Cardholder Name	Signature		
Contact Number			

**NB: Options 2,3,4,5 – if paying by these methods, you must return this form with your payment or scan and email to [admin@highvalesc.vic.edu.au](mailto:admin@highvalesc.vic.edu.au) to indicate charges being paid.**

## **Financial Support for Families**

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

- The Camps, Sports and Excursions Fund which provides payments for eligible students to attend, camps, sport and excursions.
- Access to State Schools' Relief Committee support for clothing/uniforms

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

Ph: 03 9803 5144      Email: [highvale.sc@education.vic.gov.au](mailto:highvale.sc@education.vic.gov.au)

## **Refunds**

Highvale Secondary College refund arrangements

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.] For refund enquiries please email the College at [admin@highvalesc.vic.edu.au](mailto:admin@highvalesc.vic.edu.au)