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YEAR 12 PARENT PAYMENT ARRANGEMENTS 2026

Dear Parent/Carer/Guardian,

Highvale Secondary College is looking forward to another great year of learning and growth for all our students and would like to advise you of Highvale's voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the standard curriculum requirements, 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. We want to thank you for all your support, this has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to offer a wide range of subjects and specialised curriculum experiences, including enhanced digital learning opportunities assisted by online learning resource programs and platforms available to our students.

Parent support has also assisted with the general maintenance and improvement of our college facilities. This has contributed to the:

- installation of air conditioning throughout every classroom
- a fully equipped weights and fitness centre
- the enhancement to our college gardens and outdoor spaces for student use
- the upgrade of two tennis courts to a fully synthetic surface allowing multi-sport use for students
- the purchase and installation of bleachers on the hardcourts, providing additional seating for students and visitors during physical education classes and school events
- the replacement of garden bed edging in selected areas around the school with new seating to provide additional spaces for students to sit and socialise
- installation of a new PA system across the College, including updated emergency management signals
- installation of cameras above the kitchen benches to make teacher demonstrations more visible and engaging, improving the overall learning experience for students
- installation of Vivi units across all TVs and projectors throughout the College to provide staff with easier wireless connectivity to support more interactive and engaging learning experiences for students
- the addition of new tables in the G Block breakout area and selected classrooms. These upgrades have created a more functional environment for students, providing improved spaces for learning, collaboration, and exams
- installation of a new locker bay next to our undercover canteen area to accommodate our growing student enrolments
- construction of the college theatre
- provision of shade structures around the school
- installation of college fencing
- installation of an acoustically engineered music pod for our instrumental music.

We encourage our wonderful college community to continue to provide positive financial support for our students through parent contributions and fundraising efforts.

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

Please find the charges schedule for Year 12 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 families.

Yours sincerely,

Evan Miller
Principal

Ashwin Bindu
School Council President

Student Name: _____

Student ID Code: _____

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Suggested Amount	Amount Paid
Student Materials & Resources <ul style="list-style-type: none"> General classroom materials & equipment Subject specific materials & equipment Provision & upkeep of school devices, peripherals and ICT Student printing & photocopying Curriculum activities Digital and online subscriptions for learning Learning & assessment resources 	\$224	
Connect – Year 12 Our Connect program provides students with the opportunities to: <ul style="list-style-type: none"> Develop and enhance study skills. Participate in Year 12 final week activities. Attend information sessions regarding the Victorian Certificate of Education (VCE), Victorian Tertiary Admissions Centre (VTAC) and Special Exam Arrangement Scheme (SEAS). Attend Elephant Education sessions delivering consent education. Learn about career options and update and review of a careers action plan. Participate in safety and personal development programs including the Red Frogs Safe Schoolies session. Participate in enhanced activities based on classroom learning outcomes. All students attend weekly Connect lessons for one period a week as part of the College Curriculum.	\$30	
Student ID Card <ul style="list-style-type: none"> Each student requires a Photo ID Card to access the Library Borrowing Systems, Compass Kiosk and as proof of identity. The college supplies these cards to all students annually. 	\$11	
Student Diary <ul style="list-style-type: none"> Purposely designed & printed for HVC students including school information in relation to College Rule and Policies, Uniform Dress Code and School Procedures 	\$20	
Total Curriculum Contributions	\$ 285	

Educational items for students:

Textbooks, English novels, workbooks and general stationery to be purchased for individual student use can be found on our booklists

Other Contributions - for non-curriculum items and activities	Suggested Amount	Suggested Amount
<p>Highvale Secondary College continues to welcome your contributions to support our school. You can make a general voluntary contribution that goes towards all our school's important priorities for 2026, 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 below.</p>		
<p>Sport Includes a contribution towards our School Sport Victoria Association Fee and Division Athletics Student Affiliation Fees so we can continue to provide these programs to students</p>	\$15	
<p>Communication Tools Includes a contribution towards student and parent communication tools including the schools Compass and Vivi subscriptions</p>	\$75	
<p>Enhanced Student Support Includes a contribution towards learning support programs, mentoring, coaching, tutoring and homework clubs</p>	\$10	
<p>Enhanced Wellbeing Support Includes a contribution towards wellbeing programs, school counsellors and mental health practitioners. This has enabled us to employ two school psychologists to support our students in addition to our Department funded Mental Health Practitioner</p>	\$30	
<p>Student Locker Includes a contribution towards the hire, continued maintenance and upkeep of the student locker facilities</p>	\$20	
<p>Grounds Ensures that our grounds are kept to a high standard of amenity and safety</p>	\$60	
<p>Use and Upkeep of Specialised Facilities Includes a contribution towards the maintenance and upkeep of our school gym and tennis court facilities</p>	\$10	
<p>Student Services Includes first aid support, hygiene costs, welfare support</p>	\$35	
<p>Total Other Contributions (Non-tax deductible)</p>	\$255	

Tax deductible contributions:	Suggested Amount	Suggested Amount
College Building Fund. <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i> <i>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, internal and external painting.</i>	\$ 150	
College Library Fund <i>A tax-deductible contribution used to source library operations including the purchase of books, resources and specialised IT library services.</i>	\$ 150	
Total Other Contributions (Tax-deductible)	\$300	

Extra-Curricular Items	Suggested Amount	Amount Paid
Combination Lock – NEW STUDENTS ONLY <i>To ensure the security of student lockers all students on entry to the College are required to purchase a combination lock from the College. This enables the College to keep track of student codes if misplaced etc. This lock remains the personal property of the student for the duration of their enrolment at Highvale Secondary College.</i>	\$18 (new students only)	
Total Extra-Curricular Item	\$ 18	

TOTAL AMOUNT:

Category	Suggested Amount	Amount Paid
Curriculum Contributions	\$ 285	
Other Contributions		
	(Non-tax deductible) \$ 255	
	(Tax-deductible) \$ 300	
Extra-Curricular Items and Activities	\$ 18 (new students only)	
Total	\$ 858	

PAYMENT METHODS:

To support our planning for 2026, it would be appreciated if you could please make your contribution by 4th December 2025.

Please either log onto Compass to set up your online payment details or alternatively complete this form and return to the school.

PAYMENT METHODS		Total Payment Amount: \$	
1	Compass Pay	Use our School Management Portal for online payment via Payment centre listed on the top right above “my news”. (Do not return this remittance if payment is made via Compass)	
2	Cash	Cash can be received by staff at the school office	
3	Cheque	Made payable to Highvale Secondary College	
4	BPAY	Please use BPAY Code 87361 with your family reference number	
5	Credit Card	<input type="checkbox"/> Please debit my credit card now for the full amount <input type="checkbox"/> Please debit my credit card for half the full amount now and half on 3/3/2026	Amount : \$ Amount : \$ Amount : \$
Credit Card Number:		Expiry Date:	CCV:
Cardholder Name:		Contact No.:	
Cardholder Signature:		Date:	
Options 2, 3, 4, 5 – If paying by these methods, you must return this form with your payment or scan and email to highvale.sc@education.vic.gov.au to indicate allocation of 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
- Access to State Schools Relief Committee support for clothing/uniforms (SSR)

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

The Business Manager Ph: 03 9803 5144 | Email: 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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information. For refund enquiries please email the College at highvale.sc@education.vic.gov.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 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.