

BOX HILL HIGH SCHOOL

2024 YEAR 11 PARENT CONTRIBUTIONS



Dear parent/guardian,

Box Hill High School is looking forward to another great year of teaching and learning. Box Hill High School has a strong tradition of high-quality education that provides depth, breadth and challenge.

Our ethos is based on a philosophy that our purpose is to educate the whole child and work in partnership with our parents to prepare all our students for life after school. Our breadth of curriculum and extra-curricular programs cannot be delivered without your financial contributions. We welcome your support and wish to advise you of our voluntary contributions for 2024.

As per the Department of Education's policy, schools provide students with free instruction to fulfil the standard Victorian Curriculum and we want to assure you that all core subject 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 allows us to provide an enriched school experience.

We want to sincerely thank you for all your support. This has made a huge difference to our school and the programs we want to continue to offer.

Within our school in recent years, parent contributions this support has allowed us to:

- Offer a wide range of subjects and special curriculum experiences across all year levels
- Purchase high quality curriculum materials for students to use in all subjects and electives
- Enhanced digital learning opportunities
- Provide quality student personal development and life skills programs
- Upgrading of science equipment to enable high quality experiments
- Upgrading classroom furniture to ensure effective learning spaces
- To showcase a high-quality annual school production
- Faster Wi-Fi and internet
- Upgrade and replace AV equipment in classrooms
- Enhance library resources
- School signage
- Additional permanent bin enclosures
- Completing student toilet block upgrades
- New carpet in classrooms
- Library furniture
- Student lunchtime club materials
- Gym weights room upgrade and fit-out
- Sport equipment
- House banners in the gym
- Student leadership award plaques
- Upgrade to student area in the middle sub school space
- Soft furnishings for student seating in internal corridors
- Outdoor furniture e.g., Picnic tables and benches
- Furnishing a practice exam centre in the hall for VCE students
- Replacing musical instruments

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

Yours sincerely,

A handwritten signature in purple ink, appearing to read 'Kellie Ind', with a long horizontal line extending to the right.

Kellie Ind
Principal

A handwritten signature in purple ink, appearing to read 'Kaajal Fox', with a long horizontal line extending to the right.

Kaajal Fox
School Council President

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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p>All Year 11 students: <i>Student ID Card</i> <i>Printing and photocopying of worksheets and learning materials</i> <i>Online subscriptions</i></p> <hr/>	\$50
<p>VCE Units 1-2 - Cost of Classroom consumables, materials & equipment: <i>Please calculate as per your child's 2024 course selection</i></p> <ul style="list-style-type: none"> ▪ <i>Art Making and Exhibiting – specialist paint, construction materials, printmaking (\$120)</i> ▪ <i>Biology – chemicals, experiment materials (\$25)</i> ▪ <i>Chemistry – chemicals, experiment materials (\$25)</i> ▪ <i>Health & Human Development – equipment (\$20)</i> ▪ <i>Media – paper, USB's, SD Cards (\$30)</i> ▪ <i>Music Performance – Sheet materials, etc. (\$15)</i> ▪ <i>Physical Education – equipment (\$20)</i> ▪ <i>Physics – experiment materials (\$15)</i> ▪ <i>VCD – Gouache, pencils, cartridge paper, copic markers (\$60)</i> <hr/>	\$ _____
<p>VCE Units 3-4 - Cost of Classroom consumables, materials & equipment: <i>Please calculate as per your child's 2024 course selection</i></p> <ul style="list-style-type: none"> ▪ <i>Art Making and Exhibiting – specialist paint, construction materials, printmaking (\$160)</i> ▪ <i>Drama – costumes, masks, scripts, cartridge paper (\$30)</i> ▪ <i>Biology – chemicals, experiment materials (\$25)</i> ▪ <i>Chemistry – chemicals, experiment materials (\$20)</i> ▪ <i>Health & Human Development – equipment (\$20)</i> ▪ <i>Languages – resources (\$25)</i> ▪ <i>Media – paper, USB's, SD Cards (\$30)</i> ▪ <i>Music Performance – Sheet materials, assessment recordings, exam resources (\$30)</i> ▪ <i>Physical Education – equipment (\$20)</i> ▪ <i>Physics – experiment materials, exam resources (\$15)</i> ▪ <i>VCD – Gouache, pencils, cartridge paper, copic markers (\$95)</i> <hr/>	\$ _____
<p>VET</p> <ul style="list-style-type: none"> ▪ <i>VET costs, not reimbursed by DET (please see VET description below)</i> 	\$ _____
Total Curriculum Contributions	\$ _____

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Other Contributions - for non-curriculum items and activities	Amount
<i>General Contribution – to support high quality educational provision for all students including:</i> <ul style="list-style-type: none"> ▪ School Sports Victoria membership ▪ Faster Wi-Fi and internet ▪ First Aid equipment/consumables ▪ Locker Hire and maintenance ▪ General Resources and equipment 	\$285
<i>Wellbeing Programs (Resilience Program, RAISE, Respect Program)</i>	\$50
<i>Equipment & repair upgrade (AV replacement, science equipment etc.)</i>	\$50
<i>Library Contribution (library resources and replacement)</i>	\$40
<i>Musical Instrument Contribution</i>	\$30
<i>School Assistance Contribution</i>	\$50
<i>School Grounds Contribution</i>	\$50
Total Other Contributions	\$555
Tax deductible contributions	
Building fund. <i>A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i>	\$200
Total Amount	\$200

Educational items for students to own

Please see the school website for a list of items that the school recommends you purchase from Champion (Aust.) Pty Ltd for your child to individually own and use.

Vocational Educational Training (VET)

From 2022, the Department will reimburse VET material fees to government schools to address the cost barrier for families. This funding covers the costs of:

- Materials required for training and assessment that are consumed and cannot be recycled. **Please note students may wish to upgrade materials for certain projects (i.e., upgrade from pine to mahogany). Any upgrade from the materials provided by BHHS is considered an OPTIONAL ITEM.**
- Safety items worn or used by the student including safety glasses, hearing protection, gloves, hair nets.
- Workbooks, handouts, photocopying, online learning resources
- Class sets, intended to be returned and retained by the school, such as textbooks, tools, tool belts, specialist knives, aprons

However, this funding does not cover all costs associated with the facilitation of VET classes. Parents will still pay for some costs such as:

- uniform requirements or personal protective equipment, that are used and retained by the student

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- PPE worn and retained by the student
- Online registration/subscription fees, platform charges, software
- Tuition fees, registration, and administration fees
- Tools upgrade or purchase initiated by the parent

Not all VET programs are eligible for reimbursement. Programs undertaken outside of the school curriculum and traineeships undertaken by students outside of school such as in a part-time employment arrangement, and Certificates in General Education or at Diploma level are all excluded.

Extra-Curricular Items and Activities – provided on a user-pays basis

Box Hill High School 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 to deliver the Curriculum. These are provided on a user-pays basis. Parents will receive information and details of these costs as events are planned and finalised through the year.

Extra-Curricular Items and Activities	Amount	Purchase (Please tick)
<i>School magazine/ yearbook</i>	<i>\$TBC</i>	
<i>Optional school camps</i>	<i>\$TBC</i>	
<i>Optional Interschool Sports, cross country, and athletics</i>	<i>\$TBC</i>	
<i>Other optional incursions and excursions to be scheduled</i>	<i>\$TBC</i>	
Total Extra-curricular Items and Activities		\$

Financial Support for Families

Box Hill High School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund
- State Schools' Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact: Mel Nicholson, Business Manager on 03 9877 1177, or email box.hill.hs@education.vic.gov.au

Total

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Category	
Curriculum Contributions	\$
Other Contributions	\$
Extra-Curricular Items and Activities <i>(These are provided on a User-Pay basis and will be scheduled as an event accordingly)</i>	\$

Payment methods

Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Box Hill High School. Parents are strongly urged to contribute to these funds and can be paid via:

- Compass Parent Portal – Preferred Method
- EFTPOS – By phone 03 9877 1177 or in person at the general office
- Cash – In person at the general office
- BPAY – please refer to letter containing your families unique BPAY reference or contact the office

To access the Compass Portal

- Enter the following URL into the address line in your web browser. NB: Compass works best with Google Chrome. You can also access Compass via the Box Hill High School website homepage.
<https://boxhillhs-vic.compass.education/login.aspx>
- Login to the Compass Portal using your **unique Parent Compass ID and your Password.**
- In the Compass Portal, click on the Organisation Tab/Student Management/**Course Confirmation Payments**. Click on the hyperlinked line to process your payment.
- Follow the Compass instructions and input your credit card details.
You can choose to either “**Pay in full**” or “**Pay by Instalments**”. **(2 Options available)**
- If you choose to **pay by instalments**, then the instalments will be automatically processed on the following dates.

Option 1

- Instalment 1 26th January 2024
- Instalment 2 29th March 2024
- Instalment 3 31st May 2024

Option 2

- Instalment 1 23rd February 2024
- Instalment 2 31st May 2024

If you choose to **pay in full**, then the full amount will be deducted on the **same day** that you process your payment on Compass. If you need to change your Credit Card details on an instalment payment plan set up via Compass, you will need to contact the General Office to make these changes for you.

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Refunds

Parent requests for a refund in the event of an extra-curricular activity being cancelled are subject to the discretion of the school and made on a case-by-case basis. Refunds will be considered under the following conditions:

- Cancelled due to unforeseen circumstances
- In the event of serious illness or accident

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 by the school**, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information. Please note that voluntary donations are non-refundable.

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) 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.