



DONALD HIGH SCHOOL  
2-16 CAMP STREET  
DONALD VIC 3480  
ph. 03 5497 1205  
e.donald.hs@education.vic.gov.au

## 2025 – Year 9 – Parent Payment Policy Arrangements

Dear parent/guardian,

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

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. We want to thank you for all your support, whether that is through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to purchase class sets of textbooks; to provide a wider offering of subjects and special curriculum experiences and to provide and maintain technology devices (desktop and laptop computers) for students to use at school.

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

Yours sincerely,

Paul Aikman  
Principal

Katharine Campbell  
School Council President

**Student name:**

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum			Amount
<i>Unit</i>	<i>Amount</i>	<input checked="" type="checkbox"/>	\$
<i>Art – paint, paper, crayons, markers, glue</i>	<i>\$ 40-</i>	<input type="checkbox"/>	
<i>Home Economics – ingredients, equipment upkeep</i>	<i>\$ 150-</i>	<input type="checkbox"/>	
<i>Materials Technology (Woodwork) – timber, nails, glue</i>	<i>\$ 25-</i>	<input type="checkbox"/>	
<i>NCTTC – Materials costs – 2 subjects</i>	<i>\$ 120-</i>	<input type="checkbox"/>	
<i>Online subscription</i>			\$
<ul style="list-style-type: none"> <li><i>Mathematics - \$30-</i></li> </ul>			
<i>Student resources</i>			\$
<ul style="list-style-type: none"> <li><i>Textbook Hire - \$40-</i></li> </ul>			
<i>Printing and photocopying of worksheets and learning materials - \$10-</i>			\$
<i>Whole school events</i>			\$
<ul style="list-style-type: none"> <li><i>Cultural Performance - \$15-</i></li> </ul>			
<b>Total Curriculum Contributions</b>			<b>\$</b>

Other Contributions - for non-curriculum items and activities	Amount
<i>Computer and technology maintenance</i>	\$
<i>Student wellbeing programs</i>	\$
<i>School grounds maintenance and improvements</i>	\$
<b>Total Other Contributions</b>	<b>\$</b>

Tax deductible contributions	
<i><b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.</i>	\$

### Educational items for students to own

The school has a list of items that it recommends you purchase from Donald Newsagency for your child to individually own and use. (This booklist order form is distributed in November each year – or you may choose to purchase from an alternate supplier.)

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

Donald High School offers a range of optional 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.

If you would like to purchase an item or activity for your child, please indicate on the following table and ensure payment is made to the school by the due date for that item or activity.

Extra-Curricular Items and Activities	Amount
School magazine - DUE DATE for ordering - End of Term 3 - <b>\$15-</b>	\$
Camps and excursions to be scheduled and advised	\$
<b>Total Extra-curricular Items and Activities</b>	<b>\$</b>

### Financial Support for Families

Donald 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 (SSR)
- Payment plans for Extra-Curricular Items and Activities
- Some second hand uniform

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

Paul Aikman

Ph: 03 5497 1205 | Email: Paul.Aikman@education.vic.gov.au

### Total

Category	Total
Curriculum Contributions	\$
Other Contributions <i>(Non-tax deductible)</i>	\$
<i>(Tax-deductible)</i>	\$
Extra-Curricular Items and Activities	\$
<b>Total</b>	<b>\$</b>

### Payment methods

Donald High School accepts payment via BPAY, direct bank deposit or cash/cheque at the general office. (note the school does not have EFTPOS facilities). Please contact the office on 54971205 for your unique BPAY reference code.

Direct Deposit details are as follows:

Account name: Donald High School Council

BSB: 063676      Account number: 1007 4489

Include your family name as a reference - **return this document to the school, indicating where to direct your contribution.**

### 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 Payments Policy and Guidance, Financial Help for Families Policy, and any other relevant information.

# 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.