Year 12

Dear Parent/Guardian,

Hallam Secondary College is looking forward to working with you in 2025. As required by the Department of Education the college publishes and shares with parents and guardians all costs associated with the learning of each student. These costs have been set and endorsed by College Council.

Schools provide students with free instruction to fulfil the standard Victorian curriculum. The contributions identified in the table attached, provide students with materials and services to support their ongoing learning. These contributions are voluntary; however, the ongoing support of our families ensures that our school can offer the best possible education and support for our students. 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 special curriculum experiences for our students across all year levels
- Upgrade and purchase of additional IT devices for student loans during Covid lockdowns
- Refurbishment of school grounds, with particular focus on the courtyard areas outside the canteen and the front of school
- New lockers and locker bays.

Please find below Hallam College voluntary financial contributions schedule for 2024, which includes an overview of what your contributions will provide for each student.

Department of Education guidelines now mandate that schools are unable to provide parents with a statement of fees. Parents are asked to review the recommended voluntary financial contributions schedule below for an indication of contributions for your child/ren. Schools may continue to provide statement for Extra-curricular items and activities, however, not for contributions.

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

Yours sincerely,

Simon Sherlock
Executive Principal

Kerrin Hilber
School Council President

2025 CONTRIBUTIONS SCHEDULE – YEAR 12

ITEM	Annual Amount per STUDENT
CURRICULUM CONTRIBUTIONS Items and activities that students use, or participate in, to access the Curriculum, including: • Computer applications where our students have their own individual password – At Hallam Secondary College we use Edrolo. • Everyday items that your child will use in the classroom to learn the essential curriculum such as art supplies, science experiment equipment, technology materials • Printing and photocopying of worksheets and learning materials • Student ID card, diary/planner • ICT Devices – provision and upkeep of school owned/shared devices, device set up and configuration, software, server costs, maintenance and support for students • Contribution to support the provision of VET programs. Read below for more information.	$150
OTHER CONTRIBUTIONS Non-Curriculum items and activities to support the daily operation and objectives of Hallam College. • Student and parent communication tools (Compass, Edval) • Student wellbeing programs including school counsellors • First aid equipment • School Sport Victoria Membership • School grounds maintenance and improvements including canteen operations and gym equipment • Locker hire and lock (essential to securing mobile phone & to protect your assets e.g., computer)	$100
TAX DEDUCTIBLE CONTRIBUTIONS (per family) Tax deductible contributions made per family to towards Hallam College • Building fund to support renovations, upgrades, and maintenance of school infrastructure • Library fund to support book purchases and other equipment that sustain the library as a valuable resource	$60 $40
TOTAL FAMILY CONTRIBUTION	**$**

Extra-Curricular Items and Activities

Hallam 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 to deliver the Curriculum. These are provided on a user-pays basis. Details of these items and activities will be provided to students and families throughout the year.

Extra-Curricular Items & Activities	Item Amount	Annual Amount per student
Sports Academy Program *(does not include sports academy uniform which can be purchased from uniform shop)*	$650	$
Creative and Performing Arts (CAPA)	$150	$
Optional experiences within subjects: Outdoor Education Camp	$600	$
TOTAL EXTRA CURRICULAR ITEMS & Activities		**$**

To support families the College can provide payment plan options for Extra Curricular Items and Activities. Please contact Adine O'Brien, Finance Administrator on 03 9703 1266, or email hallam.sc@education.vic.gov.au to develop a payment plan.

Vocational Educational Training (VET)

The Department reimburses 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 HSC is considered an OPTIONAL ITEM, as per the description above.**
- 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. The payment of the following costs are supported by Voluntary Financial Contributions from families, as detailed in the 2024 VOLUNTARY FINANCIAL CONTRIBUTIONS SCHEDULE:

- Transport costs and hire of specialised facilities required for training or assessment
- Personal Protective Equipment worn and retained by the student e.g. vest and work boots
- Online registration/subscription fees, platform charges, software
- Tuition fees, registration, and administration fees
- Tools upgrade or purchases initiated by the parent

Educational items for students to own

We invite parents to supply or purchase their own digital devices, textbooks from the booklist and calculators for their child to use and own. The laptop program (including BYOD) can be found at https://www.hallamssc.vic.edu.au/students-parents/laptop-program-including-byod/ . These can be purchased through a third party provider such as Learning with Technologies https://hallamsc.orderportal.com.au/Welcome?ofid=179&eid=11216

For students enrolled in Building and Construction courses we request you purchase work health and safety items for your child to own. These can be purchased thru https://stateschoolsrelief.org.au/product-category/workwear/ (approximately $80) or alternatively you can source elsewhere.

Financial Support for Families
Hallam Secondary College understands that some families may experience financial difficulty and offers a range of support options, including:

- State Schools' Relief provides financial support for eligible families to purchase clothing/uniforms at a reduced rate
- Camps, Sports and Excursions Fund provides payments for eligible students to attend camps, sports and excursions

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Adine O'Brien, Finance Administrator on 03 9703 1266, or email hallam.sc@education.vic.gov.au

Payment methods
Parent contributions towards the requested payments is essential to maintain the quality of education that we provide at Hallam Secondary College. Payment can be made electronically via Compass/BPAY.

Cash and EFTPOS payments can be made directly at the front Office.

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, 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 the Victorian Curriculum F-10, VCE (including the VCE Vocational Major) and 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	Other Contributions	Extra-Curricular Items and Activities
Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.	Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.	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.