

Dear Parent/Guardian,

Harvester Technical College is looking forward to another great year of teaching and learning and would like to advise you of Harvester Technical College'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. We want to thank you for all your support, whether that's 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 provide students with a wider offering of subjects and special curriculum experiences; enhanced digital learning opportunities; the upgrade of our Trade Training Centre and faster internet.

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

Yours sincerely,



Trudy Whiteside  
Campus Principal



Robert Ward  
School Council President

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Student ID Card</i>	\$10.00
<i>Tech 10 Program classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Literacy – including but not limited to pens, pencils, lined paper (\$5.00)</i></li> <li>• <i>Numeracy – including but not limited to pens, pencils, lined paper, graph paper, calculators, 3D printer filament, balsa wood (\$30.00)</i></li> <li>• <i>Personal Development – included but not limited to pens, pencils, paper (\$5.00)</i></li> <li>• <i>Work-Related Skills – including but not limited to pens, pencils, paper (\$5.00)</i></li> </ul>	\$45.00
<i>Assessments</i> <ul style="list-style-type: none"> <li>• <i>Core Skills of Proficiency for Adults (CSPA)</i></li> </ul>	\$35.00
<i>Printed work in lieu of textbooks (including subjects of Literacy, Numeracy, Technology, Personal Development and Work-Related Skills)</i>	\$125.00
<i>Tech 10 Program subject specific materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• <i>Wood (\$70)</i></li> <li>• <i>Metal (\$80)</i></li> <li>• <i>Electronics (\$95)</i></li> <li>• <i>Plastics (\$65)</i></li> </ul>	\$370.00
Other Contributions - for non-curriculum items and activities	Amount
<i>Student Compass access</i>	\$10.00
<i>School yearbook</i>	\$10.00
<i>Grounds and Garden (beautification of grounds)</i>	\$50.00
<i>Use and Upkeep of Specialised Facilities including the Trade Training Centre, Tech 10 Workshop &amp; gym equipment</i>	\$180.00

### Educational items for students to own

An itemised stationary list and information pertaining to the Bring Your Own Device (BYOD) program will be provided during scheduled enrolment sessions.

### Extra-Curricular Items and Activities

Harvester Technical 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.

Extra-Curricular items and activities for 2023 will be communicated to families as they are scheduled throughout the year.

Extra-Curricular Items and Activities	Amount	Purchase
Other optional camps and excursions to be scheduled throughout the year	TBA	

### Financial Support for Families

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

- the Camps, Sports and Excursions Fund (CSEF)

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

Emily Barroso

Ph: 03 8311 5555 | Email: [admin@harvestercollege.vic.edu.au](mailto:admin@harvestercollege.vic.edu.au)

### Total

Category	
Curriculum Contributions	\$585.00
Other Contributions	\$250.00
Extra-Curricular Items and Activities	TBA

### Payment methods

Harvester Technical College's payment methods include:

- Cash Payments
- Eftpos payments
- Credit Card Payments
- BPAY payments

### 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 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.