



Dear Parents and Carers,

Welcome to the Kew High School community. We look forward to working with you to provide a vibrant and enriching education for your child over the coming years.

Victorian schools provide free instruction to fulfil the standard Victorian curriculum and the Kew High School Council assures you that all contributions are voluntary. Nevertheless, the ongoing support of families ensures the viability of many of our innovative programs. Your support allows us to offer the best possible education and support of your students.

Kew High School offers all students:

- A rigorous curriculum that is designed to meet diverse interests and teach students to think inclusively, critically and to apply their knowledge creatively.
- A wide range of co-curricular programs to support a sense of community and connectedness to school whilst allowing all students to achieve success and be celebrated.
- A wellbeing program that places students at the centre of the school's work and ensures that each student is known and supported throughout their years at Kew High School.
- A high performing school with a culture of excellence.

Kew High School is dependent on voluntary financial contributions from parents to achieve the best possible education and support for our students. Voluntary parent contributions support the curriculum programs, school services and resources. Voluntary parent contributions ensure the operation of the school's extended learning program, specialist staff and the purchase of additional equipment. The Kew High School Library and the VCE Centre are examples of upgrades that can be achieved with your support through tax deductible donations to the Building Fund.

Parent Payment Policy

The Department of Education and Training (DET) Parent Payment Policy provides advice on the different types of voluntary parent contributions that schools may request from parents and outlines the procedures and protocols to which schools must adhere. The Kew High School Council is responsible for developing and approving a school-level parent payment arrangement that is compliant with the Department's policy. The DET policy is available here <https://www2.education.vic.gov.au/pal/parent-payment/policy> or a hard copy is available on request from the general office.

Financial help arrangements

Kew High School offers a range of supports to families who are experiencing financial hardship. The DET also provides a range of supports to families that will complement the school supports. The school-based arrangements could include establishing payment instalment plans and providing access to school resources. The DET arrangements include access to a range of government-funded support programs including the State School's Relief Fund, the Camps, Sports and Excursions Fund (CSEF) as well as a range of student scholarships.

Families should contact the school via kew@kew.vic.edu.au or 9092 7500 to enquire about these supports.

Course Confirmation

We ask parents and carers to confirm enrolment through the compass course confirmation by Wednesday 6th December 2023.

Parent contributions should be made via this online portal. If you need to pay at the office, you should bring your printed Form to the General Office.

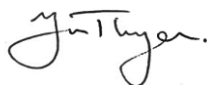
Kew High School also requires submission of your child's Birth Certificate OR Passport and Visa together with the signature page at the end of the enrolment confirmation process. Copies of these can either be delivered in person to the school office or forwarded via email to kew@kew.vic.edu.au

Child Safety

Kew High School is committed to the safety and wellbeing of all children and young people. This is the primary focus of our care and decision-making. For more information on Kew High School Child Safe Policy please see the website: <http://www.kew.vic.edu.au/page/81/Commitment-to-child-safety/>

The Principal and the Business Manager are available if you wish to discuss any matters concerning parent contributions. The Kew High School Council relies upon and thanks you for your continued support.

Yours sincerely,



James Thyer
School Council President



Josie Millard
Principal

Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<p><i>Year 11 Student ID Card (\$10)</i></p> <p><i>Year 11 Classroom consumables, materials & equipment</i></p> <ul style="list-style-type: none"> • <i>Elevate Study Skills Program - Program provides specialist presenters to address small groups of students to provided ideas, strategies and to assist with managing studying practices. (\$20)</i> • <i>Headstart Program - Students will be involved in a session with Michael Carr-Gregg as part of Headstart Program. (\$10)</i> • <i>Sport (\$40)</i> <p><i>Year 11 Online Subscriptions</i></p> <ul style="list-style-type: none"> • <i>Vivi (\$15)</i> • <i>Cyberhound - (\$20)</i> <p><i>Provision and upkeep of school devices, peripherals and ICT</i></p> <ul style="list-style-type: none"> • <i>Provision of devices from the shared classroom sets, co-contribution for accidental damage, device configuration, maintenance, and sever/system costs, maintenance, and support of classroom digital technology (\$90)</i> • <i>Printing and photocopying of worksheets, exam booklets, class booklets in lieu of textbooks and learning materials (\$80)</i> • <i>General Classroom materials and equipment – shared classroom stationery, paper, posters, charts and teaching resources (\$50)</i> 	\$335
<p><i>Elective Subjects (Parents are invited to contribute towards the elective subjects; course confirmation would only reflect elective subjects your student is enrolled into). Below is the full list of all subjects.</i></p>	
<p><i>Year 11 Accounting - \$55</i></p> <p><i>Year 11 Applied Computing - \$35</i></p> <p><i>Year 11 Biology - \$50</i></p> <p><i>Year 11 Chemistry - \$50</i></p> <p><i>Year 11 Creative Practice - \$160</i></p> <p><i>Year 11 English - \$60</i></p> <p><i>Year 11 English as an Additional Language - \$60</i></p> <p><i>Year 11 English Language - \$60</i></p> <p><i>Year 11 French - \$35</i></p> <p><i>Year 11 General Maths - \$40</i></p> <p><i>Year 11 Health & Human Development \$65</i></p> <p><i>Year 11 Japanese - \$35</i></p> <p><i>Year 11 Literature - \$60</i></p> <p><i>Year 11 Maths Methods - \$40</i></p> <p><i>Year 11 Media Studies - \$55</i></p>	Contribution amount will vary based on individual subject selection.

Year 11 Music Performance - \$30	
Year 11 Physical Education - \$50	
Year 11 Physics - \$50	
Year 11 Psychology - \$45	
Year 11 Specialist Maths - \$40	
Year 11 Theatre Studies - \$130	
Year 11 Visual Communication Design - \$190	
Year 11 VM Literacy - \$60	
Year 11 VM Numeracy - \$40	
Year 11 VM Personal Development Skills – \$40	
Year 11 VM Structured Workplace Learning – \$40	
Year 11 VM Work Related Skills - \$40	
Year 11 VET Sport & Recreation Units 3&4 - TBA	
Other Contributions - for non-curriculum items and activities	Amount
School Sports Victoria Membership	\$15
First Aid Resources- equipment and materials	\$15
Student and parent communication tools – compass	\$55
Enhanced Student Support Services: The core curriculum program is enhanced for students at each year level through directed intervention programs focusing on personal development. In addition, this fund supports wellbeing programs, school counsellors, mental health practitioners support & mediation for students and their families including behaviour management plans, social & organisational skills. The school provides support to all students with the development of effective learning behaviours through a whole school framework.	\$110
Ground Donation - The School Council realises that student morale and pride in the school are enhanced when the environment is well maintained. To this end the school has improved the gardens, car park, fencing and surrounds. We understand that some families are unable to attend working bees at the school and would prefer to take this option of contributing.	\$50
Wellbeing Fund - Our Chaplain is not supported by government funding and is appointed by the school. The contribution to the Wellbeing fund is to assist the chaplain with her continued work with our wellbeing Team to support students, families, and staff.	\$20
General Donation - Any family wishing to contribute over and above the stipulated items is encouraged to contribute to this general fund. Items that the school would not be able to fund from DET funding have included: Science equipment; Updated Outdoor Education Bikes; Back Packs & Tents; Art equipment to include a vinyl laser cutter; kiln; specialised photocopier for media department; upgrades to the classroom furniture; basketball backboards, new turf system surface on the soccer pitch.	\$100
Tax deductible contributions	

<p>Building fund. A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure. The school’s environment contributes significantly to student learning and well-being. We have a clear vision for the buildings and grounds at Kew High School and this is being gradually achieved. It can only occur however, with the help of family contributions. The school seeks to refurbish the bathrooms across the school, and we are raising funds to upgrade these facilities. The works will include redesigning the toilet spaces, replacement of toilet partitions system, removal and replacement of trough urinals, painting, electrical works, floor coverings, lighting, and refurnishing. This urgent upgrade to the facilities will complement the work that the school is doing to ensure that the bathrooms remain safe, hygienic spaces for all students.</p> <p>The school will issue receipts to our generous donors to ensure that the donation is tax deductible.</p>	\$190
<p>Library fund. A tax-deductible contribution to support book purchases and other equipment that sustain the library as a valuable resource. This contribution translates to student resources: books, magazines, recordings, software packages, reference material, media equipment, access to e-libraries, Click view video resources and is used to enhance our books and periodicals collections.</p>	\$20

Extra-Curricular Items and Activities

Kew 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 in order to deliver the Curriculum. These are provided on a user-pays basis.

Extra-Curricular Items and Activities	Amount
<i>Optional Instrumental music lessons (Students can opt into music program through the course confirmation process and payment will be arranged upon confirmation of their place confirmed in the program)</i>	\$790
<i>Other optional Year 11 camps and excursions to be scheduled</i>	TBA
Total Extra-curricular Items and Activities as part of course confirmation	TBC

Total

Category	
Curriculum Contributions	\$335 + Elective Subjects
Other Contributions	\$575
Extra-Curricular Items and Activities	As above

Payment methods

Parent contributions should be made via Compass Course Confirmation online portal. If you need to pay at the office, you should bring your printed form to the General 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 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.