



WERRIBEE SECONDARY COLLEGE

Wyndham's International High School

Duncans Road, Werribee, Victoria 3030, AUSTRALIA
Phone: 9741 1822
Facsimile: 9742 3164
email: werribee.sc@education.vic.gov.au
website: www.werribeesc.vic.edu.au

PARENT PAYMENT ARRANGEMENTS 2021

Dear Parent,

The students of Werribee Secondary College attend a very successful, innovative and highly acclaimed Victorian school. Underlying the success and quality of our academic and curricular programs which meet the diverse needs of our students is the voluntary financial support which ensures that we have the materials and facilities to run programs successfully.

Werribee Secondary College Council and its Finance Committee work closely with the Principal team and the Business Manager to set recommended student fees that meet the budgetary requirements of the school

Werribee Secondary College makes every effort to keep the cost of items and activities to a minimum and affordable for all parents. All parent payments are used for the benefit of students.

Werribee Secondary College is looking forward to another great year of teaching and learning and would like to advise you of our parent payment arrangements for 2021.

Essential Student Learning Items: These items are listed on the fee schedule for each Year level and may vary from level to level.

Examples are: Locker Rental
Food Technology
Compulsory Sports Carnivals
Additional Internet Capacity and Speed

Optional Items: These are items designed to enhance and broaden the school experience for your child which may include various elective items or activities that are additional to the delivery of the standard curriculum.

Examples are: Musical instrument hire
Camps and Excursion charges
College Yearbook

Voluntary contributions: We seek the support of families so that Werribee Secondary College can continue to deliver the best education in the best environment. The 2021 Voluntary contributions will support the school to improve grounds and facilities.

Examples are: Installation and replacement of air conditioners
Ground Maintenance

Financial Support for Families

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

- A fixed payment plan available on Compass;
- Set up direct debit instalments via Centrelink for eligible families;
- The Camps, Sports and Excursions Fund, which provides payments for eligible students to attend camps, sports and excursions;
- Access to State Schools' Relief Committee support for uniforms/footwear for new Year 7 students;
- Local community supports (Student Welfare Co-ordinators can provide further information).

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

Ros Fantini

Ph: 03 [9741 1822] | Email: Rosalyn.Fantini@education.vic.gov.au

Payment Methods

Payments are due, where practicable, till mid-February 2021 and can be made via Bpay, by telephone using credit card or the student bringing the completed form for payment to our general office by cash, cheque, debit or credit card. Parents also can make payments on Compass. We note that all records of financial contributions are confidential.

Refunds

Werribee Secondary College will consider requests for partial or full refunds of payments made by parents on a case-by-case basis taking into account the individual circumstances. Generally we will not be able to refund payments made for items purchased or costs that have already been paid where those funds have already been transferred to a third party. For example, camp costs when a child becomes unwell and cannot attend in circumstances where the payment has already been made or committed to a third party and no refund is available to the school. Where possible, we will make this clear to parents at the time of payment.

Refund request will have to be done through cheque payment by completing a refund request form according to DET policy. And our school suggests that families may decide to have this refund as a school credit note which can be used for future fees when it is less than \$50.

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

Yours sincerely,



Amanda Mullins
Principal



Damian Marinaro
College Council President



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Werribee Secondary College Fee Schedule: YEAR 11 Parent Payment 2021

The Department of Education and Training (DET) has clarified the obligations of parents in relation to the payment of school charges and has stated that schools can legitimately request parents to pay for classroom materials supplied to students by the College as an alternative to parents providing the materials themselves.

Student Surname: **First Name:** **Class:**

Please find the itemised list of Essential Student Learning Items and Optional Items for your child. Werribee Secondary College also continues to welcome your voluntary contributions for 2021.

	Cost	Insert Fee
Essential Student Learnings Items:		
Locker Rental	\$25	
Additional Internet Bandwidth	\$20	
Science License Fee - Stile	\$25	
Subtotal for ESLI		\$70
IB Link Program		
IB Registration/Exam Fee	\$1,000	
IB GAT Fee	\$70	
IB Compulsory Seminar	\$15	
Math Space Online	\$25	
Systems Engineering Mechanic & Electronic Component	\$100	
Subtotal for IB		\$1,210
Optional		
	<i>Tick if required</i>	
Compass ID Card	\$20	
College Yearbook	\$20	
Personal Copying & Printing	\$10	
International Carnival Day	\$10	
Sports Carnivals Transportation	\$25	
Subtotal for Optional		
Voluntary Financial Contributions		
Special Projects Levy: air conditioning for new buildings	\$50/\$75/\$100/other	
Grounds Contribution	\$30/other	
TOTAL of your payments due		



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PAYMENT REQUEST FORM

Child Name:	Parent Name:
Werribee Secondary College Fee Request 2021	
	\$

- **Please tick and action preferred option**
- **Sign and return this form in the first school week 2021**

Option A - Full Payment

1. Cash/ EFTPOS/ Cheque/ Credit card (Complete at the school office), or
 2. Compass Payment Portal, or
 3. BPay (See your family statement for reference number & pay via your online banking facility)
-

Option B - Fixed payment plans

4 equal monthly instalments each will be deducted on Friday 1st week of each month commencing February 2021

1. Complete the credit card details section of this form, or
 2. Compass Payment Portal (Follow the instructions on Compass Payment Portal to set up the payment plan)
-

Option C - other payment plan or arrangement

If Selecting Option C, please call Business Manager, Ros Fantini ☎ 9741 1822 to discuss alternative arrangements and the range of financial support options available to you.



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PAYMENT METHOD*

CARD NUMBER:

VISA

MASTERCARD

CARD
EXPIRY

CCV/
CVV

NAME ON CARD:

SIGNATURE: _____ DATE: _____

*Please be advised that Werribee Secondary College provide the service to auto-deduct payment plan throughout your child's school life. WSC will notify you annually of your commitment. By ticking the box, you do not wish to commit to auto-deduct your child's school fee payment after 2021.

ACCEPTANCE

I acknowledged that I have read the information above and agreed to **Option (A, B or C)** as described.

NAME:

SIGNATURE: _____ DATE: _____