

## **YEAR 8 PARENT PAYMENT ARRANGEMENTS FOR 2021**

Dear Parent, Guardian or Carer

Fitzroy High School is looking forward to another great year of teaching and learning and we would like to advise you of the parent payment arrangements for 2021.

Fitzroy High School Council and its Finance Committee has worked closely with the Leadership Team and Business Manager to approve these arrangements in line with the revised Department of Education policy.

You will notice that the arrangements are categorised into Essential Student Learning Items (\$300), Voluntary Contributions (\$200) and Optional Items, such as music lessons.

We have made every effort to keep the cost of Essential Student Learning Items to a minimum and affordable for all parents. Many of these items are in place of a traditional booklist with textbooks.

We seek your support with respect to Voluntary Contributions, so that Fitzroy High School can maintain the high quality of education that we provide. These contributions will go towards providing additional materials, activities and services that enhance learning engagement and wellbeing outcomes for our students.

Your child will not be disadvantaged if you do not make a voluntary contribution. All records of voluntary contributions are kept confidential as well as your decision about whether to make a contribution or not.

### **Financial Support for Families**

Fitzroy 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 Committee

Families experiencing hardship can contact the school for a confidential discussion about accessing these services or to discuss alternative payment arrangements.

Contact: Ross McDonald 03 9488 1900 or by email [rossm@fitzroyhs.vic.edu.au](mailto:rossm@fitzroyhs.vic.edu.au)

### **Payment Methods**

Several payment methods are available including direct deposit, BPay, in person or by phone or by Compass Parent Portal. Payment plans can be established on Compass using credit card and paid over ten monthly payments. Further details of payment methods and options are attached.

### **Refunds**

A pro rata refund of any payment will be provided where a student leaves the school during the year provided that the school has not incurred the cost of an item on behalf of the parent that is not refundable by a third party.

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

Yours sincerely,

Linda Mitchell  
Principal

Ralph Saubern  
SCHOOL COUNCIL PRESIDENT

## CONTRIBUTIONS SCHEDULE – YEAR 8

Below is a list of items and activities which are essential for your child to learn the standard curriculum. These items cannot be purchased independently as providers deal directly with schools. A separate stationery and equipment list is enclosed where you will be able to choose your own supplier. Reading texts for English will be decided with students and posted on Compass for payment once the details are known.

| Essential Student Learning Items   | Amount \$    |
|--|--------------|
| Mathspace – digital resource maths program instead of text book  | 25           |
| EdPerfect – digital resource for English, Italian and Humanities instead of text book  | 70           |
| Student ID card  | 10           |
| Items which are consumed or brought home by each student: food ingredients for Food Technology; wood, metal and plastics for Technology subjects; and materials for Art and Design subjects. | 130          |
| Curriculum excursions and incursions   | 25           |
| School sports events that students are expected to attend  | 40           |
| <b>TOTAL</b>   | <b>\$300</b> |

The following Voluntary Contributions are directly related to classroom learning. School Council operates other voluntary funds, such as the Library and Building funds (tax deductible), Health and Wellbeing fund, Scholarships fund, which are communicated to parents throughout the year.

| Voluntary Contributions   | Amount \$    |
|---|--------------|
| General contributions towards classroom materials, class sets and school equipment including booklets | 200          |
| <b>TOTAL</b>  | <b>\$200</b> |

Fitzroy High School offers a range of optional items and activities that are additional to the delivery of the standard curriculum. Other optional items, such as school photos and optional camps and excursions, will be communicated to parents throughout the year.

| Optional Items   | Amount \$ |
|--|-----------|
| Student combination lock (can be purchased directly by families) | 130       |
| Instrumental Music – tuition and ensembles per semester          | 790       |

**Parent Payment Charges for (insert student name)**


---

|                                  |  |
|----------------------------------|--|
| Essential Student Learning Items | \$ 300.00  |
| Voluntary Contributions          | \$_____ add \$200  |
| Optional Items                   | \$_____ add items, eg Instrumental Music, student combination lock |
| <b>TOTAL</b>                     | \$_____  |

**Payment Options** – payment is due 1 February 2021 or by payment plan

---

**Direct Deposit** – funds may be credited to our school bank account. It is essential that you include your **Family Code** (same as your Compass id) or **Student Name and** a brief description of what the payment is for e.g. “BAR0002 Essential Items”, “WIL0023 Year 7 Camp”, “Will Smith Essential Items” etc.

Bank Australia          BSB 313 140    Account Number 12078730

**Bpay** – Bpay codes are printed on your family statement. Bpay however does not allow for a description so it is suggested that you email [accounts@fitzroyhs.vic.edu.au](mailto:accounts@fitzroyhs.vic.edu.au) to advise that a Bpay payment has been made and what the payment is for, otherwise allocation is made to Essential Items.

**In person or by phone** - using cash, cheque or EFT including credit cards. Please bring this form when making payment.

**Compass** – Compass Course Confirmation allows you to pay online by credit card. Payment may be made in full or by establishing a payment plan of ten equal payments concluding on 5 September 2021.

The link to the payment is via Course Confirmation which is posted at the top right hand side of your Compass home page. See instructions over.

**Credit card payment form** – you may choose to return this form to the General Office – single use only – details are securely shredded after first use.

Please take payment from the following card

Card Type                      Visa / MasterCard (Please circle selected card type)

Card Number                      \_\_\_\_\_

Card Expiry Date                \_\_\_\_ / \_\_\_\_    CCV Number    \_\_\_\_ \_\_\_\_ \_\_\_\_ (last 3 digits on signature line)

Full Name on Card                \_\_\_\_\_

Amount to be debited         \$ \_\_\_\_\_

Cardholder’s Signature

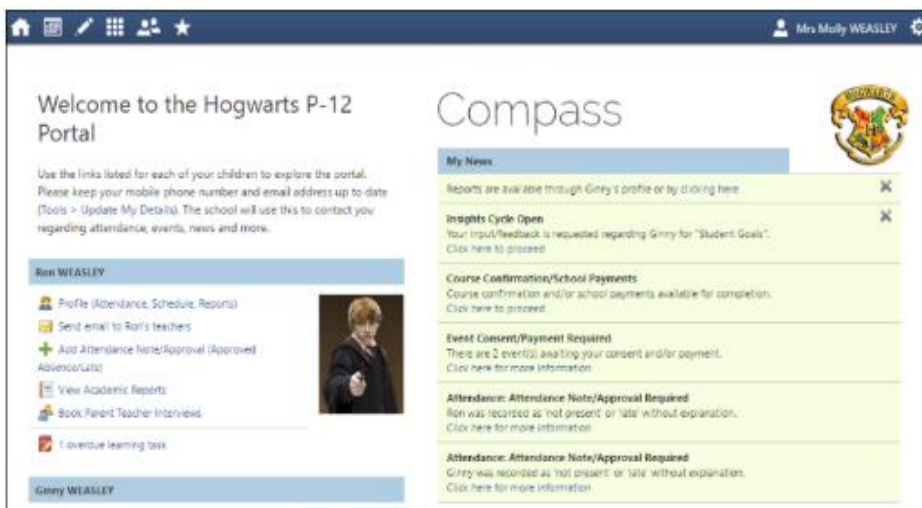
## Compass – Course Confirmation/School Payments

Compass is an important communication tool that connects families to their child's school. Among the wide range of features that Compass offers, you can follow your child's academic progress, read school reports, consent and make payment for events, make approval for absences or notify future absences such as dental appointments, family holidays etc.

Your personal login details have been provided in the Information Pack. Students have a separate login and it is important that parents do not allow students to access the parent account.

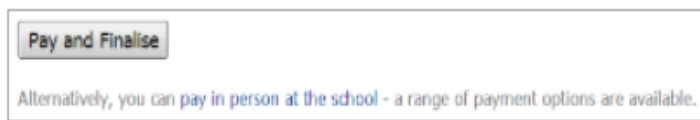
Fitzroy High School will post events such as course confirmation, camps and excursions for payment and consent. This is a very effective and convenient method of handling such processes and eliminates the handling of paperwork and cash.

A 'Course Confirmation' will be posted to your Compass Parent Portal later in October 2020 and can be found on your home page or "dashboard" as follows:



This enables you to make payment in full or to establish a payment plan of 10 x monthly instalments commencing on 15 December 2020 and continuing on the 5<sup>th</sup> day of each month until 5 September 2021.

To complete your course confirmation and to make payment or to set up a plan, please click on the link on your home page and follow all steps until the final payment page, where you will see this icon:



- click on **Pay and Finalise** to **make full payment** by credit card **OR** to establish a **payment plan**.

- click on the blue text – **pay in person at the school** – if you wish to print an invoice for payment at the school or by phone.

You may choose to pay for items such as optional extras and voluntary contributions in addition to the Essential Items.

For assistance or further information please contact the General Office on 9488 1900 or to discuss alternative payment options please ask to speak with Ross McDonald, Business Manager, rossm@fitzroyhs.vic.edu.au.