



## KYNETON HIGH SCHOOL

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Dear parent/guardian,

On behalf of the students, families and educators and staff at Kyneton High School, we would like to take this opportunity to express our sincere appreciation the financial contributions from all our families over the course of 2024. The ongoing support of our families through such contributions ensures our school can offer the best possible education with a broad range of opportunities for our students.

Kyneton High School is looking forward to another great year of teaching and learning in 2025. In line with the Department of Education's Parent Payments Policy, we would like to advise you of Kyneton High School's voluntary financial contributions for 2025. Schools provide students with free instruction to fulfil the standard curriculum requirements and we want to assure you that all contributions are voluntary.

To make your voluntary contribution for the next academic year, please complete and return the attached check list with your payment information by **7 February 2025**. If you need to collect a hard copy, please contact the office. Payments can also be made online through Xuno.

Voluntary parent contributions allow us to offer a wide variety of curriculum offerings, wellbeing programs, enrichment activities as well as enhanced science, technology and digital learning opportunities.

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.

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

Yours sincerely,

Ana Rees  
Principal

Lisa Ohlmus  
School Council President

Student Name:

Year:

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Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
<i>Home Group Program</i>	\$25.00
<i>Classroom consumables, materials &amp; equipment</i> <ul style="list-style-type: none"> <li>• Art – paint, canvas, fabric, clay, coloured paper (\$25.00)</li> <li>• Tehnologies – Food (Cooking), Woodwork/Engineering materials (\$25.00)</li> <li>• Science – chemicals and practical experiment consumables (\$25.00)</li> </ul>	\$75.00
<i>ICT shared devices and maintenance</i>	\$50.00
<i>Printing and photocopying of worksheets and learning materials</i>	\$25.00
<i>Whole school events</i> <ul style="list-style-type: none"> <li>• House and co-curricular activities</li> <li>• Special celebration days</li> </ul>	\$15.00
<b>Total Amount - Curriculum Contributions</b>	<b>\$190.00</b>

Other Contributions - for non-curriculum items and activities	Amount	Purchase (Tick)
<i>Student wellbeing programs</i>	\$25.00	
<i>School grounds maintenance and improvements</i>	\$25.00	
<i>Columns – school magazine/yearbook</i>	\$25.00	
<i>Library Maintenance</i>	\$50.00	
<b>Tax deductible contributions</b>		
<b>Building fund.</b> <i>The fund allows important maintenance and renewal work to be performed on our facilities. An amount of \$50.00 is suggested, however all donations upward of \$2.00 receive a tax-deductible receipt.</i>	\$	
<b>Total Amount - Other Contributions</b>	<b>\$</b>	

### Educational items for students to own

The school has prepared and distributed booklists to families. It is recommended you purchase these materials from Campion Education for your child to individually own and use.

### Extra-Curricular Items and Activities

Kyneton 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, and include items/programs such as:

- Instrumental music lessons
- Other optional camps and excursions

Information about these optional items and activities will be distributed to families through XUNO.

### **Financial Support for Families**

Kyneton High School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF)
- State Schools Relief (SSR) for uniforms. Please contact the main office on 5421 1100 to enquire about eligibility.

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

Business Manager

Ph: 03 5421 1100 | Email: [kyneton.hs@education.vic.gov.au](mailto:kyneton.hs@education.vic.gov.au)

## Payment

### Total:

Category	
Curriculum Contributions	\$190.00
Other Contributions	\$
<b>Total</b>	<b>\$</b>

### Payment methods

Payment can be made on XUNO, or by cash, cheque, credit card, EFTPOS, or Direct Deposit. Payment plans can be arranged and there is the option of direct debit via internet transfer (please contact the office for details).

#### PLEASE CIRCLE YOUR PREFERRED PAYMENT OPTION -

<b>A</b>	Pay via XUNO Events/Fees
<b>B</b>	Payment accompanies this form (cash/cheque)
<b>C</b>	Payment plan to be paid in full by 21 June, 2025
<b>D</b>	Credit card payment (please complete details below)
<b>E</b>	Centrepay (via Centrelink, please ask staff for details)
<b>F</b>	Direct Deposit - Please include students full name and D.O.B. in the following format (dd/mm/yy)

#### Payment Option C – Credit Card Payment

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name on Credit Card:

Card Type:

Card No.

               

Exp. Date:

\_\_\_\_ / \_\_\_\_

CVC:

  

Amount Paid:

\$

#### Payment Option E – Direct Deposit

Commonwealth Bank of Australia  
 Account Name: Kyneton Secondary College Council Official  
 BSB: 063 517  
 Account Number: 00901999

### 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:

<b>Curriculum Contributions</b>	<b>Other Contributions</b>	<b>Extra-Curricular Items and Activities</b>
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.