



## The Mac.Robertson Girls' High School

### Year 12 Parent Payment Contribution for 2022

Dear Parent / Carer,

The Mac.Robertson Girls' High School is looking forward to supporting your child through another exciting year of learning and development in 2022. To support our curriculum programs, we would like to advise you of The Mac.Robertson Girls' High School's voluntary financial contributions for 2022. This letter gives you advanced notice to allow you time to plan. We will be accepting contributions in mid November after you receive course confirmation. You will receive information on how to make your voluntary contributions via the Compass Portal at that time.

Schools provide students with free instruction to fulfil the standard Victorian curricula; all contributions are voluntary. Your financial contributions make a significant difference to the programs we are able to offer our students. Included with this letter is an outline of the items that you may contribute to; as you will see, your contributions go a long way to helping us provide the kind of excellent education you would expect of our school. We are most appreciative of your support.

I would also like to highlight the opportunity to make tax deductible donations to The Mac.Robertson Girls' High School Building and Library Funds. Contributions to these Funds are directed entirely towards improving our buildings, facilities and educational environment. Contributions received via these Funds will be used to contribute to the Lakeside building upgrade, including new classroom spaces and a new library. This exciting redevelopment will be completed in Term 4 2022.

The Mac.Robertson Girls' High School makes every effort to keep the cost of items and activities to a minimum and affordable for all parents. For further information on the Department of Education & Training Parent Payments Policy please see a one-page overview attached at the back of this information.

We thank you for your contribution to your child's outstanding education at Mac.Rob.

Yours sincerely,

Sue Harrap  
Principal

Ruth Murphy  
School Council President

**Instructions:**

Each child's program is **unique**. To determine an estimate of the amount of your contribution, please select items from the four categories shown below that are **relevant to your child and their unique program and activities**, indicating the amount of your contribution in the right hand column:

1. Curriculum Contributions
2. Other Contributions
3. Extra-Curricular Contributions
4. Tax Deductible Donations

Use the **Totals table** at the end of this document to assist you to add up the total of your voluntary contributions.

<b>1 Curriculum Contributions</b> - items and activities that students use, or participate in, to access the Curriculum	<b>Amount</b>	<b>Con-tribution amount</b>
<b>Year 12 Student Compass card</b> - This student ID card is used to borrow library books, AV devices, to sign in and out of school and used for concession/ discount on student Myki cards	\$15	
<b>Year 12 locker hire</b>	\$20	
<b>Year 12 curriculum consumables, materials and equipment</b> – Shared classroom stationary, resources and equipment	\$30	
<b>Library</b> - Shared classroom resources, access to digital devices, Library newsletters, academic games and quizzes, exam notes, checkpoints, practice exams etc.	\$100	
<b>English</b> - English Literature, English Language. Classroom texts and print outs, newspapers, The Age, The Herald Sun, practice exam materials, study notes, etc.	\$70	
<b>Year 12 Printing service</b> - Includes internal printing, photocopying, scanning of materials, laminating and binding, shared classroom stationary, posters, etc. for student possession.	\$20	
<b>Technology support and ICT services</b> - configuration and maintenance of devices, server/system maintenance, AV maintenance, and student personal device support etc.	\$258	
<b>Digital and online subscriptions for learning</b> - includes access to online subscriptions: EduLimited, Mac.Rob E-platform for E-books and Audio books, Encyclopaedia Britannica, MagsOnline, Monocle, and Canvas Learning Management System etc.	\$32	

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<b>Year 12 whole school events-</b> <ul style="list-style-type: none"> <li>• Athletics carnival- entry fees (\$20)</li> <li>• Swimming carnival- entry fees (\$20)</li> <li>• House activities and events- Includes house drama and house chorales (\$10)</li> </ul>	\$50	
<b>Year 12 Electives:</b> All unit 3&4 electives are listed below:		
Mathematics- General maths, Further maths, Maths methods, Specialist maths	\$50	
Science- Biology, Chemistry, Psychology, Physics	\$65	
Humanities- Accounting, Economics, Extended Investigation, Geography, Global Politics, History: Revolutions, Legal studies, Philosophy	\$70	
Health and Human Development	\$65	
Languages- French, Japanese, Indonesian, German.	\$75	
The Arts- Applied computing: Software development, Food studies, Music performance, Media, Studio Arts, Theatre studies, Visual Communication and Design.	\$80	
Physical Education	\$20	
Duke of Edinburgh Program- materials for program support	\$30	
<b>Senior School Programs:</b> Study skills, form groups programs and activities, student wellbeing workshops, guest speakers, leadership workshops, mentor programs, exam preparation, additional exam and learning support, etc.	\$30	
<b>Sub-total 1 Curriculum Contributions</b>		\$

<b>2 Other Contributions - for non-curriculum items and activities</b>	<b>Amount</b>	<b>Con-tribution amount</b>
<b>Student and parent communication tools-</b> Access to a variety of services on the Compass software system	\$55	
<b>Enhanced Student Wellbeing and Support services-</b> Support of wellbeing counsellors, programs, mental health practitioners and mental health education	\$25	
<b>Enhanced Student Support-</b> Careers and pathway support, admin support for VCE student applications, paperwork, predicted ATARs , etc.	\$35	
<b>Language assistants-</b> Students practise their language skills by engaging in a variety of conversations with native speakers (for students undertaking language studies)	\$60	
<b>Student First Aid-</b> First aid equipment, school nurse support, anaphylaxis & asthma training sessions	\$50	
<b>Lock-</b> locks are provided for student lockers	\$20	
<b>Sub-total 2 Other Contributions</b>		\$

### 3 Extra-curricular Items and Activities

This list provides you with details of the costs for Extra curricular activities and items.

The Mac.Robertson Girls' High School offers a range of items and activities that enhance and broaden the schooling experience of students, and add to the inclusive and connected culture of Mac.Rob. These are provided on a user-pays basis and are above and beyond what the school provides in delivering the Curriculum.

3 Extra curricular Items and Activities	Amount	Purchase amount
<b>Mac.Rob Instrumental Music program:</b> <i>Instrumental music- reeds and sheet music, guitar pick, cello donut stick holder, instrument cleaning wipes. All items are for student possession.</i> <i>Classroom Music- Sheet music, class sets of CDs, mp3 recordings, quiz books, etc.</i> <i>Instrument hire</i> <i>Instrument bond</i>	 \$10 \$5 \$250 \$250	
<b>Instrumental Music Lesson Fees:</b> <i>Ensemble</i> <i>Instrument lessons &amp; Ensemble</i> <i>2<sup>nd</sup> Instrument lessons &amp; Ensemble</i> <i>Individual Lessons &amp; Ensemble</i> <i>30-minute Piano lesson</i> <i>45-minute Piano lesson</i>	 \$300 \$875 \$600 \$1463 \$1250 \$1875	
<b>Sport:</b> <i>Participation in school and Inter-school sports, competitions, transport to and from venue</i>	\$10	
<b>Gifted Outreach Mentor Program</b> <i>materials provided to facilitate mentor program, notes, stationary etc.</i>	\$10	
<b>Academic competitions</b> <i>Maths competitions, science Olympiad, Rio Tinto Big science competition, etc. Administration and material costs</i>	\$10	
<b>Senior years Language competitions-</b> <i>Berthe Mouchette poetry and writing competition, Goethe Poetry competition, Alliance Française oral competition, etc.</i>	\$13	
<b>Debating and Public speaking</b> <i>program costs, materials, entry fees etc.</i>	\$10	
<b>Presentation Night-</b> <i>A whole of community celebration of student achievements throughout the year, awards ceremony, music performance and speeches etc.</i>	\$20	
<b>Co-curricular clubs program:</b> <i>Student-led clubs for wellbeing and connection, participation in events and activities. Administration and material costs for events</i>	\$10	
<b>Palladians Life Membership</b> <i>Networking events, peer mentoring program, 'Kings Way to Highway' podcast series and guest speakers etc.</i>	\$230	
<b>Pallas Magazine</b> - <i>School magazine capturing all the memories, highlights and excitement of your year at Mac.Rob</i>	\$30	
<b>Sub-total 3 Extra curricular</b>		\$

4 Tax deductible contributions	Suggested contribution amounts	Contribution amount
<b>Building fund.</b> A tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure.	\$100	\$
	\$200	\$
	\$400	\$
	\$600	\$
<b>Library fund.</b> A tax-deductible contribution to support equipping Mac.Rob's Learning Resource Centre in the new building upgrade.	\$100	\$
	\$200	\$
	\$400	\$
	\$600	\$
<b>Sub-total 4 Tax deductible contributions</b>		\$

### Totals table

Category	Sub-totals
1 Curriculum Contributions	\$
2 Other Contributions	\$
3 Extra-Curricular Items and Activities	\$
4 Tax Deductible Contributions (Building & Library Funds)	\$
<b>Total Contribution</b>	\$

### How to make payment for voluntary contributions:

Once your child's subjects are confirmed for 2022 in mid November, information about how you use the Compass parent portal to make voluntary contributions will be provided to you via email.

### BYOD (Bring your own device) Program

As a school we focus on the use of digital technologies to enhance the teaching and learning environment for both students and teachers at Mac.Rob. Our aim is for every student to have a personal device that they bring to school on the first day and every day thereafter.

If you have a laptop or tablet, we highly recommend that you bring these devices to Mac.Rob. There are specific requirements for hardware and software, but generally any device purchased within the last 3 years should be suitable provided it meets the following requirements:

- Has an external keyboard
- Is able to run Google Chrome
- Has a battery that would last a full school day
- Device needs to support 5ghz band for wireless connection
- Is ergonomic (e.g. is portable and sturdy, ergonomic to use over a period of time)

**Other educational items for students to own** A list of items (eg. books and resources) that the school recommends you purchase for your child to individually own and use will be provided to you by Champion Education via Mac.Rob Student and Parent Portals in late November.

## Financial Support for Families

The Mac.Robertson Girls' High School understands that some families may experience financial difficulty and offers a range of support options, including:

- **The Mac.Rob Foundation:** Provides various scholarships and bursaries through the year. For more information please visit: [macrofoundation.com.au](http://macrofoundation.com.au)
- **The Mac.Rob Parents' Association:** Provides support to students through small bursaries and assists with clothing and uniform. Please contact us.
- **CSEF (Camps, Sports and Excursions Fund):** Provided by the Department of Education and Training, funding has been allocated to support eligible families with the cost of camps, sporting activities and excursions. Concession card holding families are eligible to apply, all applications will be processed by the school.
- **State Schools' Relief:** A not-for-profit organisation that improves the lives of disadvantaged Victorian students and families. The program covers costs for uniforms, shoes, books and more. Applications are managed and processed by the school.
- **DE&T Student Scholarships:** The Department of Education and Training manages over 25 student scholarships programs that are awarded for a range of reasons. For more information, please visit: [Student Scholarships](#)
- **Western Chances Scholarships:** Eligible recipients are supported on their educational journey through the funding of small items, services and other key requirements for learning. For more information please visit: [westernchances.org.au](http://westernchances.org.au)

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

contact: *Victoria Hannan* Ph: 03 9864 7703 | Email: [Victoria.Hannan@macrob.vic.edu.au](mailto:Victoria.Hannan@macrob.vic.edu.au)

## Payment methods

The Mac.Robertson Girls' High School provides the following payment methods below:

- Compass Payment Plans (please visit the Compass Parent Guide on the Compass portal.)
- Credit card

## Refunds

The Mac.Robertson Girls' High School will consider requests for refunds of payments made by parents on a case-by-case basis taking into account the individual circumstances. 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 further information on the parent payment policy from the Department of Education and Training, please see the DET one page overview.

**Our school community sincerely thanks you for the contributions you make to our school to support your child's education.**

# 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.