YEAR 7 2027
PARENT CONTRIBUTION ARRANGEMENT BOOKLET

Somerville Secondary College

Dear Parents, Guardians and Carers,

Somerville Secondary College is looking forward to another great year of teaching and learning and would like to advise you of the college's voluntary and extra curriculum financial contributions you can make to support the College for 2027.

Victorian government schools provide free instruction. This means all students have free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.

Some families choose to make a voluntary financial contribution to support the school, and we are very grateful for their generous voluntary contributions to our school. Your support has made a real difference, transforming how our students experience curriculum, by enabling us to purchase new equipment and resources across a range of curriculum areas and have helped enhance learning experiences for our students. Making a voluntary contribution is your choice. There is no expectation or pressure for families to contribute.

To further support families Somerville Secondary College does not require families to purchase textbooks in Year 7-10. Rather, these are provided through bespoke resources for each class.

Somerville Secondary College offers a range of items and activities that are additional to the free instruction and provided to all students at our school, under the category of Extra Curricular items and activities. Please be aware that charges are provided on a user-pays system to enable us to enhance and broaden student experiences. The ongoing support of our families ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support - this makes a huge difference to our school and the programs we can offer

Financial help is available for extra-curricular items and activities if you are experiencing financial hardship (see further details under Financial Help for Families in the attached information). For a confidential discussion about how to access the financial help available, please contact: Lisa Jansens, Business Manager on 03 5973 1000.

- The Camps, Sports and Excursions Fund (CSEF).
- State Schools Relief.
- Payment plans for Extra-Curricular Items and Activities.

If you need an interpreter, please contact 03 9605 3053 and give our school's phone number 03 5973 1000. An interpreter can help you speak with us. This service is free. For more information, please see How to use an interpreter to contact your school.

For more information on the Department of Education's Parent Contributions policy please see the information attached. You can read the full policy at Parent Contributions: Policy | education.vic.gov.au.

Yours sincerely



Mr Charlie Travis
Acting Principal



Associate Professor Erica Brady
College Council President

SOMERVILLE SECONDARY COLLEGE PARENT CONTRIBUTIONS ARRANGEMENTS

Voluntary contributions

If you are the carer of a student in out-of-home care or hold a financially means-tested card (such as a healthcare card), please ignore the invitation to make voluntary contributions.

We encourage any family experiencing financial hardship to contact the school for information about the financial help available for extra-curricular activities like camps and excursions.

Voluntary contributions	**Suggested amount – parents can contribute more or less**	**Amount**
Voluntary contributions to help enhance our schools' range of programs resources and environment.	$412.00	$

Below please find an indicative breakdown of how your voluntary contribution may be allocated, you will be able to select your preferred voluntary contribution in compass billing.

Voluntary Subject contributions for subject areas to enhance our school's range of programs, resources and environment.	$47.00
Online Subscriptions Compass Access ($15), Library Systems ($5), IT Security & Support ($80).	$100.00
Compass Student ID Card	$5.00
School Sport Victoria	$20.00
Somerville Curriculum Enhancement - Supports the College purchasing equipment & items that enhance the programs offered at the college.	$120.00
First Aid Equipment	$20.00
Enhanced Wellbeing Support	$20.00
Library Fund - Contribution to support book purchases & other equipment that sustain the library as a valuable resource.	$20.00
New College Bus - Contribution to support the college's purchase of a new school bus.	$20.00
Building and Grounds Fund - Contribution to support renovations, upgrades, and maintenance of school infrastructure.	$40.00

Extra-curricular items and activities

Somerville offers a range of optional items and activities that are additional to the free instruction provided to all students at our school. Accessing these items and activities does require payment, but financial support is available (see further details under Financial Help for Families below).

Example extra-curricular items and activities include:

- Extra-Curricular elective items
- optional activities, camps, excursions and programs
- class photos
- social events like formals.

We have provided confirmed and indicative costs of known extra-curricular items and activities below.

Payment for extra-curricular items and activities with a confirmed cost can be made now or via instalment.

Please contact the school for advice on financial help available for extra-curricular items and activities.

Extra-curricular items and activities	Indicative cost	Confirmed cost	Parent/carer to select
Art		$70.00	$70.00
Food Tech		$105.00	$105.00
Indonesian		$15.00	$15.00
Integrated Tech		$60.00	$60.00
Science		$40.00	$40.00
Music		$55.00	$55.00
P.E.		$5.00	$5.00
Health		$20.00	$20.00
Math		$22.00	$22.00
English		$30.00	$30.00
Humanities		$20.00	$20.00
College Swimming Carnival	$30.00		
College Athletics Carnival	$20.00		
Instrumental Music	$600.00		
Year 7 Camp	$530.00		
Year 7 Optional Camp event	$55.00		
Total Extra-curricular Items and Activities		$442.00	$442.00

Learning materials for students to own

Booklist items:

You can choose to buy learning materials for your child to individually use and own. These items can be bought from any supplier.

Somerville Secondary College has an arrangement with the following supplier for the materials that you can buy: **Campion**

If you do not buy these items, your child will still be provided with what they need, however they may not be provided with these items to own, or keep, on an individual basis. If you wish to buy items through the supplier, see recommended booklist the recommended list will be provided and published on our website when finalised.

If you would like to buy items to own that are not from this supplier, please refer to the booklist provided and purchase items second hand or from your choice of provider

Digital subscriptions:

Somerville Secondary College uses the below digital subscriptions for learning. You can buy a subscription directly if you want:

- Math space can be purchased via compass events at $27.00

Digital devices:

Somerville Secondary College uses digital devices to support learning. You are able to buy a device for your child to own. If you do not buy a device, your child will be provided with access as they need for their learning, but it may not be one-to-one, to take home, or to keep.

You can find information about the digital devices our school recommends, including minimum device specifications, at https://somervillesc.orderportal.com.au/

You can buy or lease the digital device from https://somervillesc.orderportal.com.au/ for between $755 and $1760. You can also buy a device meeting these specifications from any other retailer.

Financial help for families

Somerville Secondary College understands families can experience financial difficulty. Help is available, including:

- **Camps, Sports and Excursions Fund** – this program provides funding for eligible students, including those in out of home care, and holders of eligible financially means-tested cards (such as health care cards), to attend activities like camps, sporting activities, excursions and incursions that are offered on a user-pays basis.
- **Affordable School Uniforms** - delivered by State Schools Relief, this program helps cover costs such as school uniforms, shoes, and other essential school items where families are experiencing financial hardship or short-term crisis.
- Payment plans for Extra-Curricular Items and Activities
- Second-hand book sales /Second-hand uniform . www.sustainableschoolshop.com.au.

Applications for support from the Camps, Sports and Excursions Fund and State Schools Relief are submitted by the school - please contact us to discuss these and other financial help.

For a confidential discussion about how to access financial help, please contact:

Lisa Jansens Ph: 03 5973 1000 | Email: Somerville.sc@education.vic.gov.au

Parent Payment Options

Parent payment options have been provided through **Compass Billing** to provide families with flexibility when making payments throughout the year.

Parents and carers are able to **amend the voluntary component of their charges** to suit their circumstances. Any changes made to the voluntary contributions will automatically update the applicable payment plan. Parents are able to If you want to make voluntary contributions throughout the year decide when to make each contribution/ choose the amount of each contribution.

If you choose to contribute to **all voluntary contributions**, the relevant payment plans have already been established and are available for you to action through Compass Billing.

Parents and carers who would like to make voluntary contributions throughout the year can:

- choose when to make each contribution; and
- choose the amount of each contribution.

If you would like to pay for **extra-curricular items and activities by instalments**, please use the payment plan/s available through Compass Billing.

If you would like to discuss an alternative payment arrangement, please contact the **General Office on 5973 1000**. We are happy to assist with finding an arrangement that works for your circumstances.

Payment Plan	
Category	**Total Amount Owing**
Voluntary Contributions	$412.00
Extra-Curricular Items	$442.00
Total Charges for 2027	**$854.00**

PAYMENT OPTIONS TO VOLUNTARY AND EXTRA-CURRICULAR CHARGES

Payment options available commencing **20th November 2026** (via Compass). The college will be utilising the Compass Billing module for payments. The Parent's Guide to Compass Billing is included in this booklet.

- ❑ to be paid in full on **20th November 2026**.
- ❑ 5 Monthly instalments commencing **20th November 2026**.
- ❑ 10 fortnightly instalments commencing **20th November 2026**.
- ❑ 20 Weekly instalments commencing **20th November 2026**.

REFUND POLICY

- Parent requests for refunds are subject to the discretion of the school and made on 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. This applies in all circumstances including illness with a medical certificate.
- Any refund requests must be made in writing.
- Advice regarding refunds will be provided once all supplies have been paid and reconciliations have been completed. Please note that this could take approximately 30 days.
- The Refund Policy was endorsed by school council in February 2026 taking into consideration the Department of Education's Parent Contributions policy and guidance, Financial Help for Families policy, and any other relevant information.

Parent Contributions policy

Information for families

FREE INSTRUCTION

Schools give students free instruction in the curriculum. This includes:

- Free access to all items, activities and services that schools use to deliver the curriculum, including reasonable adjustments to support students with disability.
- The Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major, and the Victorian Pathways Certificate.
- Free access to all subjects, including elective subjects.
- Free access to select-entry and accelerated programs.

FAMILIES CAN CHOOSE TO CONTRIBUTE

Schools can invite 2 types of voluntary contributions:

Voluntary contributions	Tax deductible contributions
Used towards enhanced educational programs and school environment, and additional resources and opportunities offered by schools	Used towards building and/or library fund (for those schools who have such funds)

Schools must advise the carers of students in out-of-home care and parents and carers who hold a financially means-tested card (such as a healthcare card) that the invitation to make voluntary contributions does not apply to them.

In addition, schools can invite parents and carers to pay for optional:

- Extra-curricular items and activities that go beyond the curriculum - for example, school photos, some excursions and some camps.
- Learning materials for students to individually use and own - for example, textbooks, stationery, and in secondary schools only, digital devices. If these items are not bought or provided from home, schools will provide students with free access to what they need for curriculum delivery.

FINANCIAL HELP FOR FAMILIES

Each school has a contact person who can discuss with parents and carers the financial supports that are available.

Schools must publish their Parent Contributions arrangements on their school website, along with a link to the department's Parent Contributions policy.

A Parent's Guide to Billing

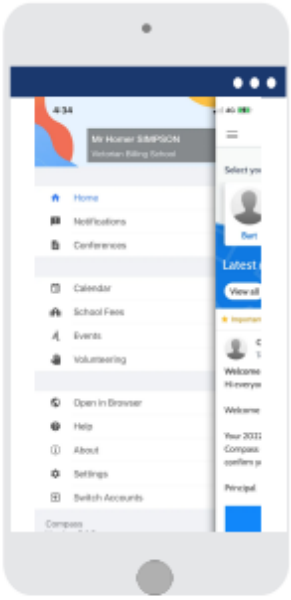
A step by step guide to take you through paying your school contributions through the Compass App or Browser.

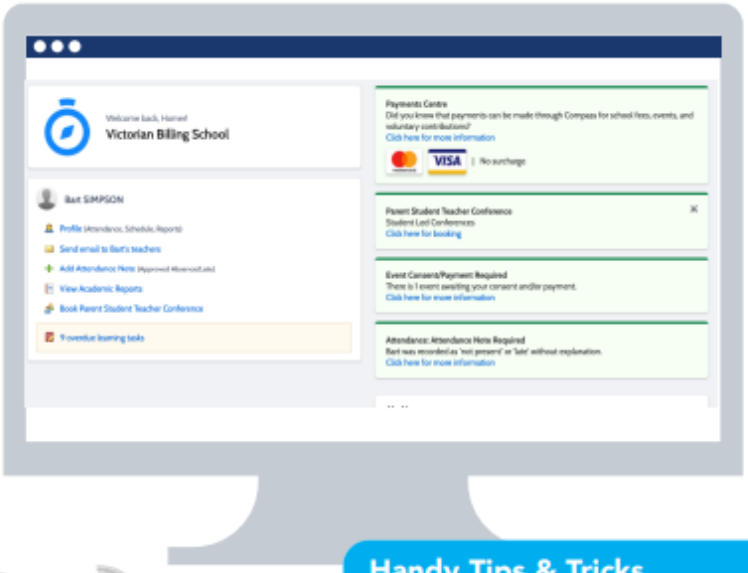
Compass App

- ✓ Click the 'Payment Centre' Banner on your Home Page & select School Fees

Web Browser

- ✓ Select 'School Fees' from the 3 Bars / Side Menu





Goodbye cash handling!

The Compass Payments Centre allows you to pay anytime, anywhere - reducing foot traffic and contact in the school office.



Handy Tips & Tricks

- ✓ You can access your payment history via Cog icon > My Payments.
- ✓ All transactions will send a receipt to your email.
- ✓ Access your Events & School contributions all in the one place.
- ✓ Chip away at your fees, whenever suits you.
- ✓ Choose from a number of instalment options

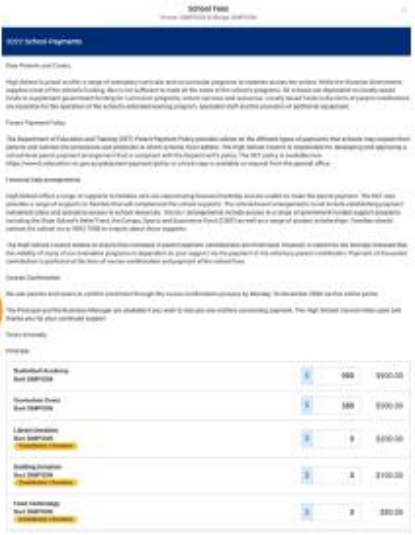
A Parent's Guide to Billing

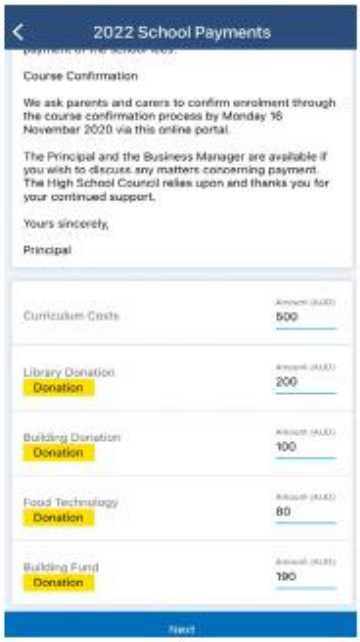
Complete your Contributions

Each contribution/payment will detail whether this is a standard or donation fee, and can be adjusted, to chip away at each amount.

You'll always be able to access Payments Centre, so you can come in and pay again at any time, anywhere.







Choose your Payment Method & process payment

Once you're happy with the amount chosen, you can choose to pay in full or via instalments. You'll see the instalment options set up by the school - with the relevant dates and charges. This will direct debit your card on those given dates.

