

# Contributions & Charges 2024



## What are Contributions and Charges?

At Ellenbrook Secondary College we strive to provide quality teaching and learning experiences that empower our students to thrive, be successful lifelong learners and resilient, prosocial citizens. We place great importance upon developing the whole child. We believe that all our students can reach their potential and achieve their highest educational outcomes within a rich and nurturing school environment that engages and motivates them and appropriately supports and challenges them to be confident, creative, successful, and active, informed global community members.

The Government provides funding to cover the cost of staff, facility maintenance and basic resources with funding dependent on various factors such as student numbers, socioeconomic factors of the area and student characteristics. At Ellenbrook Secondary College we enrich the educational experience with funds collected through the Voluntary Contributions and Charges.

Funds collected from College families are spent on a range of resources including more specialised equipment and resources aimed at providing educational experiences that prepare students for the world beyond school. We ask that you invest \$235 per year (\$6 a week) to enhance your child's learning opportunities. When our school and community work together our young people are the ones who benefit.

### What's the difference between "Contributions" and "Charges"?

Voluntary Contributions are non-compulsory charges that the College can request from parents/carers. These contributions supplement the funding provided by the Government for delivering the subjects of Math, English, HASS, and Science, Physical Education, The Arts and Technologies across Years 7 – 10. To enable the College to provide up to date resources and equipment across the core subjects, we encourage all parents/carers to pay the voluntary contribution for their student/s.

Charges are compulsory for all elective subjects. These elective subjects are offered by the College at its discretion and therefore are not covered by Government funding. All subject costs for Year 11 and 12 are compulsory charges, however Ellenbrook Secondary College's Board has directed our efforts towards keeping costs as low and as equitable as possible.





# Your Account Explained

## Years 7 - 10

The following information is an **example** only provided to assist parents in understanding the College's Charges and Contributions structure for their child. We wish to assure parents that all subject costs are approved by the School Board and all costings are accountable to the Department of Education and have been directed towards keeping the costs as low as possible.

### Subjects your child is undertaking at school.

### Amounts listed under Compulsory Charges are compulsory to pay.

Subject/Other Items	Voluntary Contributions	Compulsory Charges	Total
8HEc - 8 Home Economics	\$ 12.00	\$ 12.00	\$ 24.00
8HASS - 8 Humanities and Social Sciences	\$ 32.00	\$ 0.00	\$ 32.00
8Eng - 8 English	\$ 32.00	\$ 0.00	\$ 32.00
8Dra - 8 Drama	\$ 12.00	\$ 0.00	\$ 12.00
8DigT - 8 Digital Technologies	\$ 12.00	\$ 0.00	\$ 12.00
8D&T - 8 Design and Technology	\$ 12.00	\$ 12.00	\$ 24.00
8HEd - 8 Health Education	\$ 11.00	\$ 0.00	\$ 11.00
8VArt - 8 Visual Art	\$ 12.00	\$ 12.00	\$ 24.00
8Sci - 8 Science	\$ 32.00	\$ 0.00	\$ 32.00
8PEd2 - 8 Physical Education S2	\$ 12.00	\$ 0.00	\$ 12.00
8PEd1 - 8 Physical Education S1	\$ 12.00	\$ 0.00	\$ 12.00
8Med - 8 Media	\$ 12.00	\$ 0.00	\$ 12.00
8Mat - 8 Mathematics	\$ 32.00	\$ 0.00	\$ 32.00
<b>Total for Voluntary Contributions and Compulsory Charges</b>	<b>\$ 235.00</b>	<b>\$ 36.00</b>	<b>\$ 271.00</b>
<b>Other Optional Costs</b>			
2022 Year Book	\$ 20.00		
<b>Total for Other Optional Costs</b>			<b>\$ 20.00</b>
<b>Voluntary Approved Requests</b>			
Student Facilities Fund (per family)	\$ 40.00		
ICT Student Fund	\$ 20.00		
Library Resources	\$ 15.00		
Chaplaincy Fund	\$ 10.00		
P & C Contribution	\$ 15.00		
<b>Total for Voluntary Approved Requests</b>			<b>\$ 100.00</b>
<b>TOTAL PAYABLE</b>	<b>Includes GST of \$ 1.82</b>		<b>\$ 391.00</b>

## Voluntary Contributions Years 7-10:

The School is requesting a voluntary contribution of up to \$235.00 for each student towards the cost of materials, textbooks, services, and facilities used by students in the educational program. The payment of these costs will make a significant contribution to the quality of educational programs delivered. There is an expectation that families who can afford to pay the Voluntary Contributions do so. Payment of these costs is Voluntary but encouraged and appreciated.

## Voluntary Approved Requests

To assist in meeting the cost of other services offered to students, the school requests parents to contribute to the below Voluntary Approved Requests:

- **Chaplaincy Fund - (\$10.00)** An individual levy has been requested to support the presence of a Non-Denominational chaplain. The Chaplain provides a valuable service to the students and their families by encouraging, motivating, and inspiring young people to be the best they can be and help them through life issues that may threaten their potential. This position is solely funded by the community and your donations.
- **Information Technology Fund – (\$20.00)** This cost is used towards the resourcing and updating of library and IT materials for all students. It is a valuable resource in assisting your child with their educational programs and having access to the most up to date and modern technology. The Department of Education provides limited funding to provide resources for this center.
- **P&C Contribution - (\$15.00)** The P&C is comprised of voluntary members who make a vital contribution to the school. This contribution enables the P&C to purchase much needed equipment for student's use. The P&C can also support in fundraising for school tours and PBS events.
- **Student Facilities Fund – (\$40.00)** This cost is used in improving student facilities in and around the College. Recently funds have been used to contribute towards numerous Shade sails and bench tables for students to use around the College campus.
- **Library Contribution – (\$15.00)** An individual levy has been requested to support the acquisition of resources for students to ensure current resources are readily available to supplement present-day curriculum.

**Payment of these costs is voluntary, however payment is encouraged and appreciated.**

## Payment Information and Assistance

### Payment Options

- **B-Point** is a quick and easy way to pay for Excursions and Contributions and Charges online with Credit/Debit Card. To pay for excursions simply follow the link sent to you via email from Compass.

**Please note the College will be moving to Compass Pay in 2024 for excursions, incursions, camps, and all other College events.**

- **Direct Deposit** – Pay using your internet banking. It is very important that you enter your child's full name or Student Number as reference. **BSB: 066 040 Account No: 1990 0778**
- **Credit/Debit Card** - Visa or MasterCard only. By completing the credit/debit card information at the bottom of the Contributions & Charges sheet and returning to the College. Payments can also be made at College Admin Office or by phoning 9297 9700.
- **Payment Plan** – Payment plans are welcome. Please complete and return the enclosed Payment Plan form or contact Finance to discuss your options.

## Secondary Assistance Scheme (SAS)

The Western Australian Department of Education provides an allowance to assist eligible families with secondary schooling costs. The SAS of \$235.00 for students will be paid directly to the College and, from 2024 will be applied towards educational program charges in the first instance.

For those parents or carers who elect to allocate their clothing allowance directly to the College these funds will be deducted from the compulsory charges first and then any other contributions and/or charges. The allowances below are available to secondary students providing the eligibility criteria is met.

<http://www.concessions.wa.gov.au/Concessions/Pages/Secondary-Assistance-Scheme.aspx>

### Eligibility Criteria

Parent or carer must hold one of the following cards:

- Centrelink Family Health Care Card
- Centrelink Pensioner Concession Card
- Veterans' Affairs Pensioner Concession Card (blue card only)

The parent or carer must be the holder of a card that is valid during Term 1. The only exception to this is when a student holds a health care card in their name and is declared an independent youth by the Department of Human Services (Centrelink) (e.g., living away from home). In this instance, a letter of confirmation from Centrelink needs to accompany the application.

The allowance is paid up to and including the year the student turns 18 years of age. Applications are made by the parent or carer for students enrolled in Years 7 - 12. Application forms are to be completed at the College during term 1 and close 28 March 2024.

Electronic concession cards are also valid. Access the electronic card on your device and email the concession card to the College: [ellenbrook.sc@education.wa.edu.au](mailto:ellenbrook.sc@education.wa.edu.au)



### Processing of Payments

These forms are now forwarded electronically to Schools Resourcing and Support Directorate for processing which allows the uniform money to be credited to parent/carers' accounts faster (allow 5-10 working days).

## **Late Applications**

Late applications will only be accepted in extenuating circumstances and must be accompanied with a written explanation OR the student has recently arrived from interstate or overseas and enrolled after the end of first term.

## **SAS Allowance**

The allowance consists of two components:

- \$235.00 EPA paid directly to the College and applied to compulsory charges for Years 7 - 12.
- \$115.00 Clothing Allowance paid directly to the parent/carer or to the College to be allocated towards any charges and then contributions. These funds cannot be transferred to the Uniform Shop by the College.

## **ABSTUDY Supplement Allowance (ASA)**

The ABSTUDY Supplement Allowance is available to valid Department of Human Services (Centrelink) cardholders; this funding supplements the Department of Human Services (Centrelink) ABSTUDY Fees Allowance payment.

Applicants apply through the Department of Human Services (Centrelink) for the ABSTUDY Fees Allowance. A payment of \$79.00 is then made to the College directly by Centrelink. Furthermore, the College or parent/carer must have received the School Fee Allowance of \$78.00 or \$156.00 from the Department of Human Services (Centrelink) as part of the student's ABSTUDY School Fees Allowance.

Payment of the ABSTUDY Supplement Allowance is made directly to the College and will be applied to voluntary contributions for Years 7 - 10, and charges for Years 11 and 12.

Please note you cannot claim both the SAS and ASA.

# Important Information

## Payment of Contributions and Charges

For Years 7-10, charges for electives are required to be paid in full by the end of Term 1. High-cost courses will incur a 50% deposit prior to the course commencement.

For Years 11 and 12, all charges are compulsory. Charges will depend on the course chosen. Some specific courses will incur higher costs dependent on factors such as texts, subject specific resources, materials, excursions, certificates, and work placements. Some high-cost courses will incur a 50% deposit upon subject selection. Students involved in work placement must pay the associated fees prior to commencement of the work placement.

**We reserve the right to place students in lower cost options if charges are not paid.**

## A Compassionate View

This school is only too aware that the payment of school contributions and charges can be a burden for some families. Part payments, deferred payment, payment plans, and credit card debits are all available to support parents experiencing difficulties. In some cases of financial hardship, the principal will consider full or partial waiver of contributions and charges. However, we do need to talk to you about this. Ignoring accounts and reminders is unhelpful to all parties.

If parents are having difficulty paying fees, please contact the school office on 9297 9700 or email [ellenbrook.sc.accounts@education.wa.edu.au](mailto:ellenbrook.sc.accounts@education.wa.edu.au) to discuss possible payment options.

## Collecting of Contributions and Charges

The college will take a positive approach to collecting contributions from parents of students in Year 7 to 10. In particular, the College will highlight the benefits to students if all parents meet their contributions. With respect to charges for Years 8 to 12, the school will actively seek full payment of charges.

The College Board, in support of this process, has endorsed the following actions:

- Regular accounts emailed to parents.
- Parents who refuse to communicate with the school and have made no effort to pay charges will be referred to our debt collection agency, as permitted in the regulations.
- Students whose family has a history of non-payment will be refused enrolment in high-cost subjects.
- Year 9, 10, 11 and 12 high-cost subjects will require a 50% confirmation charge prior to enrolment.
- Any outstanding amounts at the end of the year will carry over to the next year total.

# Important Information

## Excursion / Incursion Information

Ellenbrook Secondary College uses Compass for our incursion and excursion planning. All information is stored in accordance with the Australian privacy requirements. Parents and carers will receive an email invitation when your child is scheduled to attend excursions. Parents and carers are able to provide consent, make payment, amend contact details, and medical and allergy information through Compass.

## Endorsed Programs

An endorsed program is a significant learning program that has been developed for senior secondary students. The program may have been developed by the School Curriculum and Standards Authority, or it may have been developed by a private provider or a school and subsequently endorsed by the Authority. Endorsed programs can be delivered as part of the school curriculum or as extra-curricular activities. Enrolment in endorsed programs needs to be negotiated with the VET office or Associate Principal and is approved on a case-by-case basis.

## Workplace Learning (WPL)

Students from Years 10 to 12 may wish to enroll in Workplace Learning (ADWPL) to gain credits towards their WACE. There are strict reporting requirements that must be met. Students will be required to fully complete the College Logbook/s and Skills Journal/s along with completing mandatory workplace hours.

Ellenbrook Secondary College students may participate in activities such as **paid or unpaid employment outside of school hours**. These programs often occur outside of school hours and are referred to as outside of school workplace arrangements. An expression of interest form must be collected from the VET office, all aspects must be completed and approved prior to enrolment. Ellenbrook Secondary College students may participate in **unpaid Workplace Learning during school hours** in some instances. This is often targeted BLOCK release, as part of a VET Qualification. An expression of interest form must be collected from the VET office, all aspects must be completed and approved prior to enrolment. School Based Traineeship/Apprenticeship students will also be enrolled in ADWPL, this process needs to be negotiated with the VET office and is approved on a case-by-case basis.

At all times students must meet industry standards and this is the responsibility of students and their caregivers. This may require holding a current White Card, completing Drug and Alcohol testing, presenting proof of vaccination and/or providing appropriate PPE (Personal Protection Equipment).

## Personal Items (Booklist)

Recommended personal and stationary items are detailed on the relevant Personal Items List for each year group. Items may be purchased from Campion, or from a supplier of your choice. If you intend to purchase through Campion, please follow the instructions on the booklist which can be found on our website under Information.

## Other Optional Costs

Defined as goods and services provided by the College, which are not directly part of the educational program. Examples include photocopying, print, internet download service (that exceed the allowances included in contributions and charges), internet access for recreational or non-school use, yearbook, leavers jacket, school photos and extra-curricular tuition not provided by The Department of Education.







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