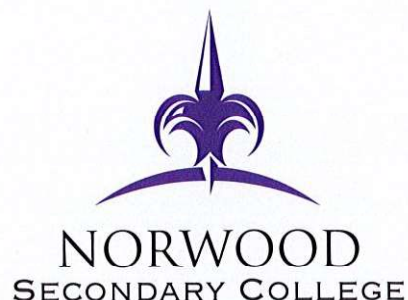


15 November 2024



Dear Parent/Carer

Norwood Secondary College (NSC) is proud of the extensive and vibrant curriculum offered to our students, ensuring all students can experience a broad range of subjects. We pride ourselves in being able to tailor student subject selection to their interests and future aspirations. It is important to us as a College community that we continue to offer an education that is not only relevant, but enriching and well resourced.

We would like to advise you of our voluntary financial contributions for 2025. Schools provide students with free instruction to fulfil the standard Victorian curriculum and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our College can offer the best possible education and support for our students that far exceeds standard curriculum offerings.

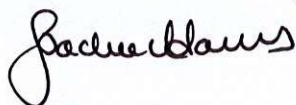
After undertaking extensive research, discussions with NSC staff and consultation with College Council Finance Committee, we have maintained parent contributions for students similar to those of 2024.

Whilst the State Government provides a substantial amount of the College's funding, additional funds are required to allow us to provide the full and diverse curriculum that is currently offered at NSC. Our vibrant curriculum offers students significant subject and elective choices, hands-on experiences across a broad range of key learning areas, subject-specific equipment and full access to a wide range of materials. Therefore, we rely on your contributions to maintain these high quality programs for your child/children. Without your support, our programs may need to be adjusted or reduced.

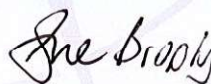
In addition to the abovementioned student-based programs, the College also values your contributions towards our extensive non-curriculum based programs and facilities. Your financial contributions enable the College to provide additional funding in areas such as Student Wellbeing Programs, upgrades to IT core network infrastructure, Compass Education portal, upkeep of the Student Health Centre, furniture upgrades, locker provision, the development and maintenance of grounds and facilities. Lastly, we accept tax deductible donations towards the Building Fund and the Library Fund.

Information regarding Curriculum Contributions, Other Contributions and Extra-Curricular Items and Activities can be found on the following few pages. We urge you to read the information thoroughly and please contact the College with any concerns.

Yours sincerely



Jacqueline Harris  
Acting Principal



Susan Brophy  
College Council President

# Year 12

Curriculum Contributions - items and activities that students use, or participate in, to access the curriculum	
Student ID card	\$20
Student printing credit – provided as credit on student ID card	\$25
Digital and online subscriptions for learning	\$30
Guest Speakers and incursions	\$20
Provision and upkeep of school devices, peripherals and IT. Device configuration, maintenance and server/system costs	\$20
Whole school events: Venue hire for Athletics and Swimming carnivals (bus transport not included)	\$20
<b>Curriculum Contributions</b>	<b>\$135</b>

Curriculum Contributions - Year 12 Subject Choices	
<b>VCE Units 3 &amp; 4</b>	
All subjects below include photocopying, stationery, provision of practice exams, classroom consumables, materials and equipment relevant to the specific subject. A number of subjects provide additional items as required.	
<b>Accounting Units 3 &amp; 4</b>	\$40
<b>Applied Computing: Software Development Units 3 &amp; 4</b>	\$40
<b>Biology Units 3 &amp; 4</b> logbook, experimental materials and chemicals, maintenance and replacement of classroom equipment, cauliflower cloning kit, kidney model, gel electrophoresis x 3	\$60
<b>Business Management Units 3 &amp; 4</b>	\$40
<b>Chemistry Units 3 &amp; 4</b> logbook, experimental materials and chemicals, maintenance and replacement of classroom equipment, electronic balance, new glassware and chemicals	\$60
<b>Product Design and Technology: Fabric Units 3 &amp; 4</b> fabrics, consumables, maintenance and replacement of classroom equipment	\$50
<b>Drama Units 3 &amp; 4</b> props, costumes and set pieces	\$30
<b>Economics Units 3 &amp; 4</b>	\$40
<b>English, English Language, English Literature and English as an Additional Language Units 3 &amp; 4</b> engaging external assessors for practice exams, providing detailed feedback for students	\$30
<b>Environmental Science Units 3 &amp; 4</b> logbook experimental materials and chemicals, maintenance and replacement of classroom equipment, testing metres, turbidity metre & Hach water testing kits	\$60
<b>French Units 3 &amp; 4</b>	\$40
<b>Geography Units 3 &amp; 4</b>	\$40
<b>Health and Human Development Units 3 &amp; 4</b>	\$40
<b>History Revolutions Units 3 &amp; 4</b>	\$40
<b>Legal Studies Units 3 &amp; 4</b>	\$40
<b>Mathematics Foundation, General, Methods and Specialist Units 3 &amp; 4</b>	\$30
<b>Music Units 3 &amp; 4</b> purchase and maintenance/service of equipment, including instruments. Engaging external tutors as required	\$60
<b>Physical Education Units 3 &amp; 4</b>	\$40
<b>Physics Units 3 &amp; 4</b> logbook experimental materials and chemicals, maintenance and replacement of classroom equipment, electromagnet and new evaporating dishes and metals (lead and iron wire)	\$60
<b>Psychology Units 3 &amp; 4</b> logbook, experimental materials and chemicals, maintenance and replacement of classroom equipment, brain and eye model	\$60
<b>Vocational Major Units 3 &amp; 4</b> Literacy Skills	\$30
<b>Vocational Major Units 3 &amp; 4</b> Numeracy skills	\$30

<b>Vocational Major Units 3 &amp; 4</b> Personal Development skills	\$30
<b>Vocational Major Units 3 &amp; 4</b> Work-related skills	\$30
<b>Food Studies Units 3 &amp; 4</b> variety of recipe ingredients including premium meats, vegetables, and fruits. Provision, servicing, and maintenance of specialist equipment	\$180
<b>Product Design and Technology: Wood Units 3 &amp; 4</b> specialist timbers, hardwoods, veneered boards, plywood, transformer, globes, wiring, fabric, sandpaper, sanding discs, nails, screws, hinges, latches, glue, oil, handles, knobs, paint, pop rivets, steel, steel washers, glass, copper foil, solder, flux, welding, etc. Provision, servicing and maintenance of machinery and hand tools	\$200
<b>Media Units 3 &amp; 4</b> logbooks, poster paper, butchers' paper, awards, lenses, cameras, SD cards, props, modelling clay, mount board, paint, glue, decorations, printing, resources, etc. upgrade of technology and equipment	\$90
<b>Visual Communication Design Units 3 &amp; 4</b> A3 Folios x 2, A3 plastic pockets x 25, equipment and materials including specialist drawing tools, drawing templates, cameras, scanner, paper, boards, high quality pencils/pens/markers and printing	\$100
<b>Art Creative Practice Units 3 &amp; 4</b> Equipment and materials including high quality paint mediums, surfaces, drawing media, pencils/charcoal/pastels/crayons/markers, mixed media, cameras, brushes, easels, clay and modelling tools	\$110
<b>Curriculum Contributions</b>	

<b>Other Contributions - for non-curriculum items and activities</b>	
Classroom furniture & equipment - to support replacement of classroom furniture	\$25
First aid resources and equipment - to support the maintenance and upgrades of the Student Health Centre	\$25
Locker provision and maintenance	\$20
Compass - Student and Parent communication portal	\$30
Maroondah District Secondary Schools Division of School Sport membership	\$14
Gym maintenance	\$10
Production – to support provision of licencing, costumes, makeup and venue hire	\$10
Student Wellbeing Programs - to support additional wellbeing services for students	\$70
School grounds maintenance and improvements - to support the maintenance and upgrades of student outdoor recreational spaces	\$55
<b>Other Contributions</b>	<b>\$259</b>

<b>Tax Deductible Contributions</b>	
<b>Building fund</b> tax-deductible contribution to support renovations, upgrades, and maintenance of school infrastructure	\$55
<b>Library fund</b> tax-deductible contribution to support book purchases and other equipment that sustain the Resource Centre as a valuable resource	\$55
<b>Tax Deductible Contributions</b>	<b>\$110</b>

Norwood offers a range of items and activities that enhance or broaden the schooling experience of students that are above and beyond what the school provides in order to deliver the curriculum. These are provided on a user-pays basis.

<b>Extra-Curricular Items and Activities</b>	
Optional private solo Instrumental Music lessons	\$800
Optional instrument hire	\$200
Other optional Year 12 excursions to be scheduled during the year	TBA
VCE Edrolo Revision Subscription - <b>Highly recommended</b> as a valuable resource for all VCE students. Cost may vary per student. (\$35 per subject)	\$35
<b>Extra-Curricular Items and Activities</b>	

### Educational items for students to own

Please refer to the Champion Education booklist for a list of items that the school recommends you purchase for your child to individually own and use. Available via the NSC website [www.norwood.vic.edu.au](http://www.norwood.vic.edu.au) under the 'Learning' tab, Senior School.

### Financial support for families

We have endeavored to keep the costs of items and programs to a minimum and affordable for all parents. We do understand that some families may experience financial difficulty and offer a range of support options, including:

- The Camps, Sports and Excursions Fund (CSEF)
- CentrePay (payments made via Centrelink)
- State Schools Relief (SSR)
- Second Hand Uniform Shop (via Dobsons)
- Wellbeing Team support

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

Ms Jane Arnold

Ph: 9871 0400

Email: [businessmanager@norwood.vic.edu.au](mailto:businessmanager@norwood.vic.edu.au)

### Payment methods

Families may make contributions online via Compass Education, or by paying with credit card/cash at the General Office.

### Refunds

The Norwood Secondary College Refund Policy is available on the website:  
<https://www.norwood.vic.edu.au/policies/>

### Parent Payment Policy

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

# 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 requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- 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.