



November 14, 2023

Dear Parents/Guardians

As you know, Brentwood Secondary College is an outstanding school and one of the leading public schools in the North Eastern Region. As the School Council President, I share your pride in our school.

Brentwood is sought after by families within and beyond our local area. This is as a result of providing not only high-class learning opportunities in the classroom but outstanding experiences in the arts, sport, leadership, music and a large number of extra-curricular opportunities. Supporting this is a well resourced Wellbeing Team, Library and Pathways Team.

The Department of Education provide Brentwood Secondary College with funding for tuition and the everyday running of the school. Parent contributions ensure ongoing improvement and that the following programs and resources are able to be maintained by the College:

- Our comprehensive Wellbeing Team which is resourced beyond other local schools. It includes five non-teaching staff and a College Chaplain which the school funds. This team provides support to all students, staff and parents in our community.
- State of the art ICT infrastructure to support student learning. The school has its own dedicated internet and filtering software in addition to what the Department of Education provides to ensure students are able to access their learning programs anytime, anywhere. This includes employing two extra staff to support students.
- Extra support staff to supervise and provide First Aid, facilities management and gardening.
- A welcoming and friendly library with three non-teaching staff who support teachers and students by providing a quiet study space and help with accessing valuable learning resources.
- Performing Arts, Music and other resources that support both the curriculum and co-curricular programs. School musical and performing arts productions are award-winning and highly respected in the local and wider community.
- The delivery of our large sports program that continues to achieve outstanding results and provides our students with a wide range of opportunities.
- Elective subjects such as Food Studies, Drama, Art Making and Exhibiting, Media, Visual Communication and Product Design.
- School funded capital works program which will see construction beginning in 2024 on two new outdoor basketball courts, K block courtyard and an upgrade to the Library.

Please read the attached information regarding parent contributions for 2024 and I thank you for your support in helping make our school the best possible learning environment for our children. Payments can be made via compass billing management on your compass dashboard.

Yours sincerely

Ms. Stella Koutsikos  
School Council President

Brentwood Secondary College		Annual Amount per STUDENT
<b>CURRICULUM CONTRIBUTIONS – Year 7 2024</b>		
<ul style="list-style-type: none"> <li>• Student ID Card which includes Public Transport Victoria (PTV) concession verification</li> <li>• Student Planner</li> <li>• Padlock for Locker</li> <li>• Classroom consumables, materials &amp; equipment Including Science &amp; Art</li> <li>• Printing and photocopying of worksheets and learning materials</li> <li>• Year 7 TLC (Thinking, Learning, Creativity) resources, transition activities, transition booklets</li> <li>• Languages program resources</li> <li>• Student Printing Allocation</li> <li>• Aspire/Mentor Group program, presenters, booklets, resources</li> <li>• Cyber Safety program</li> <li>• IT resources, support and device configuration</li> <li>• Digital Learning including Grok, Padlet, Pear Deck, Kahoot, Quizlet, Library subscriptions, Mathspace, Edapt, Learning Tasks, Chronicle, Newsbank</li> <li>• Whole school events (athletics and swimming carnivals, presentation night and awards)</li> </ul>		\$475
<b>OTHER CONTRIBUTIONS</b>		
<ul style="list-style-type: none"> <li>• Student Wellbeing &amp; First Aid</li> <li>• School Sports Victoria Membership</li> </ul>		\$65 \$10
<b>TAX DEDUCTIBLE CONTRIBUTIONS</b>		
Building Fund		\$250
Library Fund		\$250

ITEM	Item Amount	Number of students in your family	Annual Amount per FAMILY
Curriculum Contributions	\$450		\$
Other Contributions	\$75		\$
Tax Deductible Contributions	\$500		\$
<b>TOTAL FAMILY CONTRIBUTION</b>			\$

**Curriculum Contributions**

Items and activities that students use, or participate in, to access the Curriculum.

**Other Contributions and Tax Deductible Contributions**

Non-Curriculum items and activities to support the daily operation and objectives of Brentwood Secondary College

**Educational items for students to own**

The College recommends you purchase the following items from third party suppliers for your child to individually own and use.

Laptop

Booklisted items

School photos

Uniform

See Compass dashboard (2 person (community) icon under school documentation) for information.

**Extra-Curricular Items and Activities**

Brentwood Secondary College 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.

Extra-Curricular Items and Activities	Amount
School magazine/ yearbook	Via Compass
Optional Year 7 school camp	Via Compass
Optional Year 7 Interschool Sports program	Via Compass
Optional Year 7 private music lessons / instrument hire	Via Compass
Other optional Year 7 excursions to be scheduled	Via Compass
College production participation	Vic Compass

**Payment methods**

Credit Card via Compass (Payment Plan available)

BPay

Cash at General office

**Refunds**

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Please see our refund policy on the College website [www.brentwood.vic.edu.au](http://www.brentwood.vic.edu.au)

**Financial Support for Families**

Brentwood Secondary College understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF)
- Second hand suppliers – [www.sustainableschoolshop.com.au](http://www.sustainableschoolshop.com.au)
- State Schools Relief – Uniform and textbooks
- Brentwood Wellbeing Program financial support
- Community Service groups – St Vincent De Paul and Salvation Army

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

Robyn Geshev – Business Manager

Ph: 03 8545-0300 | Email: [brentwood.sc@education.vic.gov.au](mailto:brentwood.sc@education.vic.gov.au)



**BRENTWOOD  
SECONDARY COLLEGE**

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**Brentwood Secondary College**

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Dear **Parent/Guardian**

Brentwood Secondary College is looking forward to another great year of teaching and learning and would like to advise you of the voluntary financial contributions schedule for 2024.

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 school can offer the best possible education and support for our students. We want to thank you for all your support. This has made a huge difference to our school and the programs we can offer.

Within our school, your support in 2023 allowed us to:

- Offer a wide range of subjects and special curriculum experiences for our students across all year levels
- Engage in the very best professional learning on teaching practices and student learning
- Supplement and replenish facilities, equipment and resources
- Refurbish school buildings and grounds including painting, carpet and maintenance.

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

Yours sincerely,

**John Ballagh**  
*Principal*

**Stella Koutsikos**  
*School Council President*

# PARENT PAYMENTS POLICY 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 VM
- 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	Other Contributions	Extra-Curricular Items and Activities
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.