



PARENT PAYMENT GUIDE

Mansfield Secondary College ensures that parent payment practices are consistent and transparent and the school adheres to the principles of access, equity and inclusion. Mansfield Secondary College ensures that all students have access to the standard curriculum program.

Summary of Fees

A breakdown of student costs per category – *Essential Student Learning Items/Optional Items/Voluntary Financial Contributions* are available on the Summary of Fees document, which has been itemised by year level.

Parent contributions, in all forms, assists schools to provide an enriched learning and teaching program for every student and is highly valued by school communities.

Payment Arrangements and Methods

Mansfield Secondary College is happy to accommodate families by setting up alternative payment options. Payments can be made weekly, fortnightly or monthly via - Centrepay, Bpay, Cash, Credit, EFT or Cheque (payable to Mansfield Secondary College). Initial invoices are sent out in February and then on a term basis.

Family Support Options

Camps, Sports and Excursions Fund (CSEF)

The Camps, Sports and Excursions Fund provides payments for eligible students to attend activities like:

- school camps or trips
- swimming and school-organised sport programs
- outdoor education programs
- excursions and incursions.

In 2021, eligible families will receive \$225 per student, paid into their family account at Mansfield Secondary College. Parents/students holding a means-tested concession card valid on Tuesday 28th January 2020 may be eligible. Foster parents and Veterans Affairs cardholders may also be eligible. Please note that payments do not cease at age 16, but continue whilst the student is attending secondary school. Completed forms, with a copy of your Health Care Card, should be submitted to the Mansfield Secondary College Front Office.

For further online information, please visit: www.education.vic.gov.au/csef

State Schools' Relief (SSR) Year 7 Uniform Pack 2020 (Year 7 Only)

Students who were eligible for Camps, Sports and Excursion Funding in 2020 and are entering Year 7 in 2021 may qualify for the State Schools Relief Year 7 Uniform Package.

State Government funding has been provided to State Schools Relief to support parents in providing basic uniform garments and school shoes for eligible Year 7 students.

In summary;

- students commencing Year 7 in 2020 and have applied for CSEF in 2020

- parents must apply through Mansfield Secondary College Front Office
- basic uniform items and a pair of school shoes, are offered
- applications and funds will be administered by State Schools Relief
- eligibility is the same as the CSEF

Conveyance Allowance

Parents/students may be eligible to claim Conveyance Allowance to assist with travel costs, if they are attending their nearest government secondary school and live 4.8kms or more from the nearest bus stop, via the shortest practicable route. Some special circumstances and exceptions apply.

Centrepay

Centrepay is a free, voluntary service for Centrelink customers to pay expenses via regular deductions from their Centrelink payments. Deductions can be started, changed or cancelled at any time to suit the family's circumstances.

Consideration of Hardship

Mansfield Secondary College is happy to accommodate families by setting up alternative payment options. Parents and guardians are encouraged to discuss circumstances and options with the school's Business Manager, Anna Francis.

Families having difficulties meeting their financial requirements can contact the school's Business Manager, Anna Francis to discuss your options. Families experiencing hardship can contact the school's Principal, Timothy Hall or Assistant Principal, Janessa Burkhardt to arrange to discuss financial support.

- Timothy Hall – hall.timothy.w@edumail.vic.gov.au
- Janessa Burkhardt – burkhardt.janessa.l@edumail.vic.gov.au
- Anna Francis – francis.anna.e@edumail.vic.gov.au

Communication with Families

Information concerning Parent Payment will be communicated by a number of avenues.

- Emailed each November with the School Newsletter
- Published on the school's website – www.mansfieldsc.vic.edu.au and Xuno Parent Portal
- Mailed to all families at the end of each year.

Monitoring and Review of the Implementation of the Policy

This document is reviewed every October by the School Council.