PARENT CONTRIBUTIONS ARRANGEMENTS

6th November 2026

Dear parent/guardian

This letter provides information about voluntary contributions you can make to support Blackburn English Language School for 2027 and other payments you can choose to make.

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 this support. Making a voluntary contribution is your choice. There is no expectation or pressure for families to contribute.

Blackburn English Language School offers a range of items and activities that are additional to the free instruction provided to all students at our school. 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 your campus Assistant Principal: Evangelia Kontos, Keisha de Zylva or Darcy Eaton at Ph: 03 9803 4022 | Email: blackburn.els@education.vic.gov.au.

If you need an interpreter, please contact 03 9605 3053 and give our school's phone number 03 9803 4022. 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

M Hannan

Mairead Hannan

Principal

Fiona Purcell

Fiona Purcell

School Council President

BLACKBURN ENGLISH LANGUAGE SCHOOL 2027 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 Primary School	**Suggested amount – parents can contribute more or less**	**Amount**
Voluntary contributions to enhance our school's range of programs, resources and environment.	$150	$

Voluntary contributions Secondary School	**Suggested amount – parents can contribute more or less**	**Amount**
Voluntary contributions to enhance our school's range of programs, resources and environment.	$185	$

Extra-curricular items and activities

Blackburn English Language School 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:

- optional activities, excursions and programs

We have provided confirmed or 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 later.

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 (where known)**	**Parent/carer to select**
Various learning activities that enhance or broaden the schooling experience offered in addition to the standard curriculum. Primary School (campus dependent) Secondary School (campus dependent)	 $80-200 $80-250	 **TBD** **TBD**	
Total Extra-curricular Items and Activities			

Financial help for families

Blackburn English Language School 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 Clothing -** delivered by State Schools Relief, this program helps cover costs such as school clothes, shoes, and other essential school items where families are experiencing financial hardship or short-term crisis.

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 your campus Assistant Principal: Evangelia Kontos, Keisha de Zylva or Darcy Eaton.
Ph: 03 9803 4022 | Email: blackburn.els@education.vic.gov.au

Payment methods

Payments are to be made at the General Office using EFTPOS and cash for special circumstances only. If payment cannot be made in full at the time of enrolment, a payment plan can be arranged.

If you want to make voluntary contributions flexibly, you can:

- decide when to make each contribution
- choose the amount of each contribution.

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a 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, the Department of Education's Parent Contributions policy and guidance, Financial Help for Families policy, and any other relevant information.

Students who do not commence the program following enrolment, will be eligible to a full refund.

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.