



Traralgon COLLEGE

Growing together as adaptable, confident, successful learners and citizens

21st October 2025

Dear Parents, Guardians and Carers,

We are looking forward to another great year of teaching and learning at Traralgon College in 2026 and would like to provide you with a copy of our Voluntary Financial Contributions guidelines for the upcoming year.

Schools provide students with free instruction to meet the requirements of the Victorian Curriculum. 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 extra-curricular support for programs for our students. We want to thank you for all of the various supports you provide the College, whether this be financial or volunteering your time. This has made a considerable difference to our school and the programs we can offer.

Your voluntary financial contributions have enabled us to provide supports to our students and fund the following specialist learning programs and upgrade our teaching and learning facilities that provide our students with an inviting space where they can feel comfortable to learn and thrive.

- Literacy and Numeracy Support Programs
- Study centre
- Wellbeing Programs
- Outdoor areas /seating /lockers
- Drama Specialist Extension Programs
- Indoor learning spaces upgraded

As we continue to expand our subject offerings & extra-curricular activities, we have increased our commitment to offer academic tutoring, information technology, wellbeing and inclusion support for all of our students.

For further information on the Department's Parent Payments Policy please see a one-page overview attached or refer to the DE website <https://www2.education.vic.gov.au/pal/parent-payment/policy>

Yours sincerely,

Fiona Milkins
College Principal

Belinda Diamond
School Council President

Grey Street Campus

PO Box 1790 / 154-184 Grey Street Traralgon 3844
Phone: 5176 2240 Option 1

Shakespeare Street Campus

PO Box 1790 / 121 Shakespeare Street Traralgon 3844
Phone: 5176 2240 Option 2

Email: traralgon.co@education.vic.gov.au Web: www.traralgon.vic.edu.au

ABN: 92 839 016 479



Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum	Amount
Year 7 - 8 classroom consumables, materials and equipment <ul style="list-style-type: none"> Materials design and technology/Art- paper, canvas, material, modelling materials, wool, paint, timber, ICT resources Food Tech- flour, butter, fruit, vegetables, meat, rice, pasta, spices etc Science- chemicals, experiment requisites Maths /English/Language- materials and resources Health and Physical Education- equipment, balls, athletics equipment, table tennis etc Student Planner 	\$185.00
ICT devices – provision of shared devices from year level sets, device configuration, and maintenance and server / system costs	
Printing and photocopying of worksheets and learning materials	
Whole school events (Includes entry and transport) <ul style="list-style-type: none"> Sports Carnival and events Excursions/Incursions speakers core curriculum study requirements 	\$ 5.00
Total Amount	\$ 190.00
Other Contributions - for non-curriculum items and activities	Amount
Student support <ul style="list-style-type: none"> Enhanced wellbeing support, school counsellors, mental health practitioners, wellbeing programs Enhanced student support- learning support staff, mentors, tutors Careers planning and support personnel, lunchtime clubs Enhanced skill-based programs Homework classes IT support Student Magazine 	\$85.00
Maintenance and Communications <ul style="list-style-type: none"> Lockers/locker maintenance Compass- Student/Parent communication tool School grounds maintenance and improvements First aid and hygiene costs 	
Additional resources <ul style="list-style-type: none"> Engaging staff through school's local payroll -coaches, learning support staff, canteen staff, mentors and wellbeing staff Use and upkeep of specialised facilities, gym equipment, music facilities, lunchtime clubs 	
Total Amount	\$85.00

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Educational items for students to own

Attached is a list of items that the school recommends you purchase from Campion for your child to individually own and use.

Extra-Curricular Items and Activities

Traralgon 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.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school.

Extra-Curricular Items and Activities	Amount
Optional incursions / Student wellbeing events – estimate of cost and not in excess of	\$ 60.00
Other optional camps and excursions to be scheduled – Year 7 estimate of cost and not in excess of	\$ 550.00
Other optional camps and excursions to be scheduled – Year 8 estimate of cost and not in excess of	\$ 550.00
School Beanie	\$ 5.00
Instrumental music lessons – Equipment Hire – Per Term Cost hire	\$ 50.00
Like Minds	\$ 100.00

Instrumental Music Program

Traralgon College offers comprehensive instrumental music lessons that enable students to build skills and techniques on an instrument and to learn new and challenging repertoires. Students can also participate in ensembles throughout the year that perform at various functions and special events. Please refer to the Instrumental Music Program enrolment form for further information.

Financial Support for Families

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

- The Camps, Sports and Excursions Fund (CSEF)
- Flexible Payment Arrangements
- State School Relief Fund (assistance with clothing items)
- Support from wellbeing team to access assistance from outside services

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact Michelle Chatfield, Finance Assistant – 03 5176 2240 – michelle.chatfield@education.vic.gov.au

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Payment Methods

There are payment methods available including, in person, cash, by card or by phone. Payment plans for extra-curricular items and activities can be established with accounts receivable at the school. Further details of payment methods and options are attached.

Option A	In person or by phone- Cash, cheque, credit card
Option B	Direct Deposit- Funds may be credited to our school bank account. It is essential that you include your code (same as your compass ID) or Student Name and a brief description of what the payment is for e.g., "BAR0002 Voluntary Contributions," or "WAR0774 Year 8 Camp." Bank Australia BSB 313140 Account Number 12034241
Option C	Compass – This form of payment is done through the Compass portal

Curriculum contributions	\$190.00
Other contributions	\$ 85.00
Extra-curricular items and activities	\$
Total Parent Payment Contribution	\$

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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.



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Year 9-12 classroom consumables, materials and equipment <ul style="list-style-type: none"> Materials design and technology/Art- paper, canvas, material, modelling materials, wool, paint, timber, ICT resources Food Tech- flour, butter, fruit, vegetables, meat, rice, pasta, spices etc Science- chemicals, experiment requisites Maths /English/Language- materials and resources Health and Physical Education- equipment, balls, athletics equipment, table tennis etc Student Planner 	\$165.00
ICT devices – provision of shared devices from year level sets, device configuration, and maintenance and server / system costs	
Printing and photocopying of worksheets and learning materials	
Whole school events (Includes entry and transport) <ul style="list-style-type: none"> Sports Carnival Excursions/Incursions speakers core curriculum study requirements 	\$ 15.00
Vocational Education and Training Delivered to Secondary School Students (VDSS) Program Contribution to support the provision of our VET programs	\$ 100.00
Total Amount	\$ 280.00
Other Contributions - for non-curriculum items and activities	Amount
Student support <ul style="list-style-type: none"> Enhanced wellbeing support, school counsellors, mental health practitioners, wellbeing programs Enhanced student support- learning support staff, mentors, tutors Careers planning and support personnel, lunchtime clubs Enhanced skill-based programs Homework classes IT support Student Magazine 	\$80.00
Maintenance and Communications <ul style="list-style-type: none"> Lockers/locker maintenance Compass- Student/Parent communication tool School grounds maintenance and improvements First aid and hygiene costs 	
Additional resources <ul style="list-style-type: none"> Engaging staff through school's local payroll -coaches, learning support staff, canteen staff, mentors and wellbeing staff Use and upkeep of specialised facilities, gym equipment, music facilities, lunchtime clubs 	
Total Amount	\$80.00

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Other optional camps and excursions to be scheduled – Year 9 &10 estimate of cost and not in excess of	\$ 350.00
Other optional camps and excursions to be scheduled – Year 11& 12 estimate of cost and not in excess of	\$ 400.00
School Beanie	\$ 5.00
Instrumental music lessons – Equipment Hire – Per Term Cost hire	\$ 50.00
Like Minds Program	\$ 100.00
Valedictory	\$ 60.00

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Total	
Curriculum contributions	\$180.00
VDSS voluntary contribution	\$100.00
Other contributions	\$80.00
Extra-curricular items and activities	\$
Total Parent Payment Contribution	\$

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