



Information to Parents/Caregivers

School Fees 2017 / Years 8 -13

Dear Parents and Caregivers,

The aim of this circular is to give you detailed information about our school fees so that when you receive your invoice in early January you will have a better understanding of the fee structure used at Mitcham Girls High School.

As a public school, our aim is to keep school fees as low as possible, yet provide the best possible education for girls. You will find that our fees, compared to other schools, are very reasonable.

The Governing Council has set our Materials and Services Charges for this year at \$700.00 plus additional subject charges for Music Tuition, Year 9 and Year 10 Language Perfect, Stage1 Tourism, Stage 1 and Stage 2 Food and Hospitality, and Stage 1 Food and Nutrition.

A poll has been conducted of all families whose daughter/s are registered to attend Mitcham Girls in 2017. The results were positive being 49 for and 16 against; therefore the 2017 Materials and Services Charge set at \$700.00 plus listed subject charges will all be legally recoverable.

Materials and Services Charge 2017

The Governing Council has set the Materials and Services Charge at \$700.00 plus any applicable subject charges. Your itemized invoice will provide funds for your daughter's:

- ✓ Text Book Hire/E-Book Access
- ✓ Photocopied Material
- ✓ Student Diary & ID card
- ✓ Access to Student Information Technology
- ✓ Access to Machinery
- ✓ Access to Equipment
- ✓ Curriculum/Subject Supplies & Services
- ✓ Library resources including access to borrowing library resources

Other Charges

Camps and excursions, VET courses, musical instrument hire and First Aid Courses during the year are not included in the School Fees and must be paid in full before the activity begins.

Year 8 camp takes place in Week 3, Term 1. The cost for the 2017 camp will be \$295.00. For your daughter to attend, payment must be made in full by the end of Week 1 (Friday 3 February 2017).

Year 9 Camp will be replaced with a **Year 9 Personal and Group Resilience Program** in Week 4, Term 1. The cost will be \$72.00. For your daughter to attend, payment must be made in full by the end of Week 1 (Friday 3 February 2017).

Music Students

Music instruments, if required, may also be hired from the school for \$80.00 per semester.

Identification Cards

All students require an ID card as proof of identity for accessing cheaper public transport and other services; this card is also used for the borrowing of school resources, access to the Internet and printing. ID Cards are arranged by the school and, for the purpose of organization, the 2017 Year 8 student photos will be taken on the **Transition Day** held on **Wednesday 9 November** this year. For students not attending the Transition Day, their ID photo will be taken on Thursday 9 February 2017. For those students who start school later in the year ID photos are arranged through the Library.

ICT for Learning Program

2017 will see the continuation of our ICT for Learning Program. The school facilitates, through our website, the purchase of high-end devices at educational prices. Once imaged, these devices will then be able to be used extensively at school and home. Being especially built for education, these devices have a battery that will last the whole school day and beyond. They are covered by a 3 year warranty and will be repaired on-site by Acer technicians should the need arise.

All devices will be Windows 10 and come with software installed ready for school.

Voluntary Contributions

All money received through fees is spent on providing essential resources and materials to the students. Other redevelopments need to be funded through fund-raising, bequests, Government Grants or voluntary contributions. Any support towards the following will be appreciated:

- **Building Fund - \$20.00**
Donations are tax-deductible and the funds received will be used to improve the physical environment of the school. Our immediate goal is to refurbish the Visual Arts Centre and STEM (Science, Technology, Engineering and Maths) Hub.
- **Library - \$20.00**
Donations are tax-deductible and the money used to improve teaching and learning resources.

PTO

Payment of Materials and Services Charge

Options

Invoices for the Materials and Services Charge will be posted to all families in early January 2017. To avoid queuing and lengthy waiting periods, families may use one of the following options:

1. **Direct Debit Payments**

We can assist you to set up direct debit payments for your daughter's school fees which means you can set how much you want to pay each week/fortnight/month until the school fees have been fully paid.

2. **Payment by Post**

You may wish to send a cheque, money order or credit card details with the invoice attached. Cheques are to be made payable to Mitcham Girls High School.

3. **Payment at Mitcham Girls High School**

For your convenience, staff will be available to assist parents with Materials and Services Charge payments and School Card applications from 20 January 2017.

Payments can be made by:

- Cheque payable to Mitcham Girls High School
- EFTPOS (in person or credit card over the phone or by returning the slip provided)
- Direct debit payment plan
- Direct payment through any bank to the school Bank SA account using the Family Code as identification
- Cash

A minimum \$50 is required as a first instalment.

All fees are to be paid in full by the end of Term 1 (13 April 2017). If this proves to be difficult, please contact Finance Manager, Sue King, or the school Business Manager, to negotiate alternative arrangements.

School Card Scheme 2017

A new School Card application must be made at the beginning of every year. A separate application is also necessary for each school attended by your children.

DECD has informed us that in 2017 parents/caregivers who qualify for the school card will receive a standard sum of **\$305.00**. The prescribed balance of \$395.00 is a voluntary payment for school card eligible students.

Eligibility criteria and enrolment details can be obtained through the school's Finance Office. It is the school's request that all applications be lodged for approval by March 2017. If your daughter is eligible to receive School Card funding it is your responsibility as the parent/caregiver to lodge the appropriate forms, not the responsibility of the school.

School Photos

School photos will be taken on Thursday 9 February 2017. Academy Photography will provide this service. Payment of school photographs will be via a payment envelope on the day the photographs are taken. The payment envelopes will be issued to students on the first day of school.

The school does not handle any money. All arrangements are between families and Academy Photography.

Stationery

Year 8: Book/stationery list will be distributed on Transition Day, Wednesday 4 November 2015.

Year 9–12: In late November/early December, your daughter will be provided with a book/stationery list for 2017.

Campion Education can supply all of your required revision guides/workbooks and stationery needs.

You may choose to purchase the stationery items from alternative suppliers, but revision guides and workbooks will need to be ordered from Campion.

If you choose to purchase your daughter's stationery from Campion Education, you need to either order on-line or complete the book/stationery list and forward with payment by credit card or money order made out to **Campion Education**.

Campion orders are delivered to your place of business or home as per arrangements.

Stationery purchases are not available through the school.

Uniform Sales

The Uniform Management Services Uniform Shop will be open:

| | | |
|-------------------|--------------|------------|
| Date: 2017 | From: | To: |
| Tuesday 24 | 9.00am | 3.00pm |

As an alternative, parents may wish to make a personalised fitting appointment with Uniform Management Services, either during normal business hours or on a Saturday morning in January, at:

Unit 1, 6 Montrose Avenue
NORWOOD SA 5067
Tel: (08) 8363 5255

Volunteers Welcome

If you have some free time during the 2017 school year then we need your help as a volunteer in the Canteen or Library.

It can be once a week /a fortnight /a month /a term. **You will have some fun, meet other parents and help support our school community.** The support received from parent volunteers is invaluable and we welcome any person who can be of any assistance.

There are a couple of mandated checks to be met by those wishing to be volunteers; one being the DCSI Child-Related Screening Clearance which can take up to three months to be processed. Application forms for the DCSI Screening Clearance are available from the school and can be lodged with the Business Manager. The other requirement is a Responding to Abuse and Neglect Training Day which will be offered at the school. Parents who are interested in volunteering at Mitcham Girls HS in 2017 will be provided with more information about this training.

Andy Dallisson
Business Manager
Phone: (08) 8272 8233