

Marian State School

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"Developing lifelong learning skills in a supportive environment, enabling all to reach their future potential"

18 October, 2021

Student Resource Scheme - Annual Parent Information Letter

Dear Parents/Guardians,

This letter contains important information about the **2022 Student Resource Scheme (SRS)**, including how the scheme operates and the annual participation fee.

The Queensland Government supports student education by providing funding for:

- Instruction, e.g. teachers
- Facilities, e.g. buildings, amenities, furniture
- Administration, e.g. staffing and resources to administer the operations of the school.

Funding does not extend to individual student resources such as textbooks, computer or musical equipment for personal use, and many items used/consumed by the student in the classroom (consumable resources). Supply of these items is the responsibility of parents. *Currently, the school and staff subsidise the curriculum consumable resources required for students in each class.* To provide parents with a cost effective alternative to purchasing textbooks and/or curriculum resources elsewhere, Marian State School will operate a SRS for 2022.

The SRS ensures that students have the resources required for them to engage with the curriculum for their education, and saves parents time and money in sourcing the prescribed materials elsewhere. Savings are gained through the school's bulk purchasing practices and hiring arrangements. The SRS is not used to raise funds for other purposes. Revenue collected through the SRS is applied only to the resources and operation of the scheme.

The scheme's operation, resource inclusions and participation fees were approved by the school's P&C Association at the meeting held on 12/10/2021.

SRS Participation

The objective of the SRS is to provide a convenient and cost-effective way for students to access the educational resources necessary to enhance their learning experience at school. The Department encourages parents to participate in the scheme. Participation in the SRS is optional, and no obligation is placed on a parent to participate. Participation is for the duration of your child's enrolment at the school.

Student is new to the school.....

Parents are required to complete and return the SRS Participation Agreement Form when joining the scheme for the first time. If no participation form is received by **21/02/2022**, the school will take the view that the parent has chosen to opt out of the SRS. The parent is then required to provide the educational resources listed in the SRS for their child by the start of the school year. A parent can opt in or out of the scheme in subsequent years by completing another Participation Agreement Form.

Continuing student of the school beyond 2022.....

A parent's participation or non-participation in the scheme will continue as per their previously completed Participation Agreement Form. A parent can opt in or out of the scheme in subsequent years by completing another Participation Agreement Form.

If a parent has opted out of the scheme the parent is required to provide the educational resources listed in the SRS for their child by the start of the school year.

Resource Inclusions

All resources included in the SRS are detailed in the attached [SRS Resource list](#). This list is also available on the school's website. This is a comprehensive list of all resources included in the scheme and their associated costs.

Parents must inform the school if items on the list of resources are not received by their child when resources are distributed.

Type of Resources provided

Generally, the three types of resources that could be included are:

- **Owned** – these items are retained by the student and used as required (e.g. stationery, exercise books, student diary).
- **Used** – these items are used/consumed in class by the student (e.g. industry technology/cooking/art supplies).
 - work/items produced from these resources will remain the property of the student.
- **Hired** – these items are hired to the student for their personal use for a specific period of time (e.g. textbooks, musical instruments, iPads).
 - Hired items must be returned to the school in good condition at the end of the hire period or if the student leaves the school.
 - *A repair or replacement cost may be charged to the parent for any hired items that are damaged or not returned.*

Costing Methodology

The schools SRS fee is calculated based on:

1. A flat fee for all students in the school, OR
2. **A flat fee for a cohort group of students (e.g. a year level)**, OR
3. A fee determined by the subjects selected by the individual student.

Please refer to the [SRS Resource list](#) for the associated costings.

The SRS Participation Fee

The SRS fee payable for the year is available in the attached information and published on the schools website.

Financial Hardship

Parents experiencing financial hardship who are currently participating or wish to participate in the SRS should contact the school to discuss available options in confidence.

Payment Arrangement

Several payment options, including a single payment for the full year's fee or term instalments are available. An instalment plan can also be negotiated with the school.

Any unpaid invoices, will be managed according to the department's Debt Management Procedure and may result in the student being excluded from the scheme and/or from participating in non-curricular activities until payment is made (<https://ppr.qed.qld.gov.au/pp/debt-management-procedure>).

Payment Method

SRS payments can be made by QParents/BPOINT, BPAY, EFTPOS (Credit/Debit Card), Cheque, Cash, Centrepay.

- Payment may be made through the QParents portal using a credit card. Payment will be directed from the QParents portal to BPOINT where relevant outstanding invoice information may be selected.
- When paying by BPOINT, please use the Customer Reference Number (CRN) and invoice number printed on the invoice received from the school. If unsure of the CRN, please contact the school.
- Centrepay Deductions are available to pay SRS fees. Use Centrepay to make regular deductions from your Centrelink payment. Centrepay is a voluntary and easy payment option available to Centrelink customers. Go to humanservices.gov.au/centrepay for more information on how to set up your Centrepay deductions.

Contact Us

For all queries regarding the SRS and its inclusions, please contact the school office and arrange an appointment with **Casey Harej**.

Please complete the SRS Fee Payment Arrangement Form and return to the school administration office by 21/02/2022.

Kind Regards



Casey Harej
Deputy Principal

STUDENT RESOURCE SCHEME – 2022

The Student Resource Scheme has been endorsed by the P&C Association.

The Student Resource Scheme was introduced for the following reasons:

- To minimise resource expenses to parents when providing children with their school requirements for instruction.
- To provide students with current editions of required resources.
- To maximise teaching and learning opportunities so that all children have access to the same resources for instruction.
- Ready access for students to consumables and resource materials as needed.
- Cost savings and convenience in purchasing student consumables and resource materials.

The scheme is managed by the school and the school will use the money collected by the Student Resource Scheme to purchase class sets of 'up to date' quality resources for student use. It is understood that some families may not wish to join the Student Resource Scheme and will therefore provide all of the materials required by their child. These families are asked to check that their children have current editions of the materials/resources as detailed below.

It is essential that the school administration receive this advice early so that the 2022 school budget can be finalised and resources purchased for immediate use by students.

CURRICULUM RESOURCES *Retail Value	Prep	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6
CALCULATOR (Sharp EL 326) - *\$14.50		\$4.00	\$4.00				
DICTIONARY MACQUARIE SCHOOL - *\$34.95				\$5.00	\$5.00	\$5.00	\$5.00
THESAURUS MACQUARIE POCKET - *\$26.95							\$5.00
PHOTOCOPYING (Reproduced texts) - Reproduce % of Targeting Maths - *\$15.00 - Reproduce % of Sound Waves - *\$17.95 - 2 reams copy paper Reflex All Purpose White - *\$10.00	\$25.00	\$25.00	\$25.00	\$15.00	\$15.00	\$15.00	\$15.00
IN CLASS ACTIVITIES – Supplement materials for practical activities in Science & Technologies. * Cotton tips, bicarb, flour, batteries, electrical wire, lights, food colour, tape, foil, coloured card. Cost - *\$30.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
HOME READERS – Hire of home reading materials, taken home.	\$5.00	\$5.00	\$5.00	\$5.00			
ICTs - EdAlive Subscription *\$90-00 annually - Seesaw subscription *\$120 annually - App use Green Screen *\$7.99 Book Creator *Book Creator \$4.49 Staff Wars *\$1.49 Japanese for iPad *\$2.99 Digital Library *\$1.50 TOTAL *\$228.46	\$15.00	\$20.00	\$20.00	\$30.00	\$30.00	\$30.00	\$30.00
THE ARTS – Consumables - Paint, paint brushes, cardboard, glue, play doh, plasticine, clay *\$40.00	\$25.00	\$20.00	\$20.00	\$15.00	\$15.00	\$15.00	\$15.00
Administration of SRS	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
TOTAL CURRICULUM RESOURCE FEE	\$85.00	\$89.00	\$89.00	\$85.00	\$80.00	\$80.00	\$85.00
*TOTAL STUDENT COST <i>OUTSIDE OF SCHEME</i> (retail value to parents)	\$216.95	\$231.45	\$231.45	\$373.40	\$376.40	\$376.40	\$403.33

INSTRUMENTAL MUSIC PROGRAM	Beginner	Senior
Levy	\$50.00	\$50.00
Instrument Hire (beginner students only)	\$65.00	
TOTAL INSTRUMENTAL RESOURCE HIRE	\$115.00	\$50.00

ILearn@MarianSS – iPad HIRE	Yr 3	Yr 4	Yr 5	Yr 6
iPad Hire – including apps and protective case	\$180	\$180	\$180	\$180

Families are encouraged to join this scheme and are asked to forward the Student Resource Scheme form and payment to the school. Whilst it is important for every family to accept responsibility for the provision of their children's school materials, families experiencing financial hardship should contact the Principal on 4959 4444.

Please complete the attached form and return it to school by Friday 11 February, 2022. It is essential that every student returns this form to indicate your intention with regard to the 2022 Student Resource Scheme as this form is required for audit purposes.

Religious Instruction Classes are held once per week using an approved non-denominational Religious Instruction program. Student participation in the program is as indicated on your enrolment form.

CURRICULAR ACTIVITIES WHICH BENEFIT STUDENT LEARNING - 2022

COSTS ARE OUTSIDE OF THE STUDENT RESOURCE SCHEME – ACTIVITIES WILL BE INVOICED CLOSER TO THE DATE
STUDENTS ARE ENCOURAGED TO PARTICIPATE

These charges are:

- Cost neutral (no profit/no loss across all events each year)
- Without payment, no participation
- Some payments/part payments are non-refundable (these will be identified prior)
- Money collection will allow at least 1 full week for payment; with facilities for forward/credit payments

Payments for the following activities will be invoiced 3 weeks prior to the activity. Money must be paid 1 week prior to the activity, by the DUE DATE.

** The following costs are an estimation ONLY.

YEAR LEVEL ACTIVITIES	PREP	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6
School Activities - Life Education - \$7.00 – Term 3 - Star Lab incursion - \$15.00 Term 3 - Celebration Day excursion/incursion \$10.00 – Term (1-3) - Healthy Relationships, Puberty (Yr 5/6 T1 \$6.00)	\$32.00	\$32.00	\$32.00	\$32.00	\$32.00	\$38.00	\$38.00
NAIDOC Week Activities (Term 3)	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Swimming - Instruction/Pool Hire /Bus (Term4)	\$65.00	\$65.00	\$65.00				
Bike Education (Term 3)				\$18.00			
MECC Excursion	\$15.00	\$15.00	\$15.00				
Year Camps Year 4 – Term 4 Year 5 & 6 – Term 3 <i>Must be paid in full prior to attending camp.</i>					\$68.00	\$96.00	\$1200
Graduation & Big Day Out – Term 4 <i>Must be paid in full prior to receiving graduation ticket.</i>							\$50.00
TOTAL **	\$117.00	\$117.00	\$117.00	\$55.00	\$105.00	\$139.00	\$1293.00

ADDITIONAL ACADEMIC AND CULTURAL ACTIVITIES AVAILABLE:

ICAS Academic Competition Maths					\$17.05	\$17.05	\$17.05
ICAS Academic Competition English					\$17.05	\$17.05	\$17.05
ICAS Academic Competition Science					\$17.05	\$17.05	\$17.05
ICAS Academic Competition Digital Tech.					\$17.05	\$17.05	\$17.05
ICAS Academic Competition Writing					\$21.45	\$21.45	\$21.45
ICAS Academic Competition Spelling Bee					\$17.05	\$17.05	\$17.05
Mackay Robotics Competition						\$2.00	\$2.00
Mackay Maths Competition						\$2.00	\$2.00

POSSIBLE ADDITIONAL COSTS APPLICABLE TO YOUR CHILD INCLUDE:

- Booklist items (All Students);
- Regional/District Sport Trials;
- Inter-school and Intra-school Sport Competitions;
- Additional Excursions not catered for in the above.

Before a student can be considered for any of the school organised activities stated above, a parent who has joined the Student Resource Scheme is expected to have:

- Fully paid or paid in part up to and including the term in which the school activity takes place.

Participation in extra-curricular activities may be dependent on whether or not student fees have been paid in full. Please make sure your child's fees are up to date.

For parents experiencing difficulties paying bulk amounts, alternative payment options below will see Student Resource Hire Agreements paid in full by the end of Term Three. Similar arrangements can be made to pay for other school activities, please contact the school office.

Payment per week:	Total Payment Amount	Fortnightly Payments (15 fortnights)	Termly Payments (3 Terms)
Year Level Prep	\$85.00	\$5.66	\$28.33
Year Level 1	\$89.00	\$5.93	\$29.66
Year Level 2	\$89.00	\$5.93	\$29.66
Year Level 3	\$85.00	\$5.66	\$28.33
Year Level 4	\$80.00	\$5.33	\$26.66
Year Level 5	\$80.00	\$5.33	\$26.66
Year Level 6	\$85.00	\$5.66	\$28.33
iPad Hire (Year 3 – 6)	\$180.00		\$60.00
Beginner Instrumental Music (Year 4 – 6)	\$115.00		\$40.00
Senior Instrumental Music (Year 5 – 6)	\$50.00		\$18.33

Payments can be made by logging into QParents or through BPoint (*clickable link within the emailed invoice*). Alternatively, you can see us at the office to make cash payments or EFTPOS payments over \$10.00.

Year Level SRS Fee Break Down

Student Resource Scheme – Full Payment Due by Term Three

Fees for the Student Resource Scheme are listed below. Fees need to be paid by the end of Term Three. These resources enable classrooms to run smoothly and provide items like homework sheets, work sheets, art and craft materials, science experiment resources and online subscriptions. Your children will use very regularly like accessing the EdAlive applications, such as Typing Tournament.

CURRICULUM RESOURCES						
Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
\$85.00	\$89.00	\$89.00	\$85.00	\$80.00	\$80.00	\$85.00
iLearn@MarianSS – iPad Hire						
			\$180.00	\$180.00	\$180.00	\$180.00
INSTRUMENTAL MUSIC PROGRAM						
				\$115 (Beginner)	\$50	\$50

** Additional Curriculum activity costs (excursions etc) are in addition to the above SRS Fees. These will be invoiced separately throughout the year, as mentioned on the previous page.

Marian State School 2022 Booklist (Draft 1)

DRAFT

- School bag
- Homework bag (available from Uniform Shop)
- Broad brimmed hat for outdoor use. No hat - no play
- Lunch bag (available from Uniform Shop)
- Water bottle for classroom use
- Chair bag (OPTIONAL Year 1 – Year 6)

Book and Stationery Requirements		PREP	YR 1	YR 2	YR 3 iPad	YR 4 iPad	YR 5 iPad	YR 6 iPad
A4 Clipboard folder			1	1	1	1		
A4 Visual Art Diary					1	1	1	
AMH Half Page Transition Book (Pink) available from Mackay School Supplies and North Mackay News		1						
Biro (blue or black)							1	4
Biro (red)				1	1	2	1	2
MUST be A4 size	Book, Botany - A4 - red & blue lined	2 (Yr 1)	3 (Yr 1)			2 (3/4)		
	Book, Exercise - A4 - blue lined, red lined margin (128 page)					1	7	8
	Book, Exercise - A4 - red and blue lined (64 page)	3 (YR 1)	6 (Yr 1)	12 (Yr 2)	8 (Yr 3/4)	4 (Yr 3/4)		
	Book, Quad Ruled - A4 - (10mm) (96 page)		1	2	4	3		
	Book, Quad ruled - A4 - (7mm) (48 page)						4	4
Book, Exercise Music (music staff lines in centre of book – can reuse unfinished books from previous years)					1	1	1	1
Crayon Windups (TEXTA pack)		2	1	1	1			
Erasers (Staedtler rubber)		4	4	4	4	2	2	2
Glue Stick (large 35g Bostick)		10	8	8	4	4	4	4
Headphones for computer (over head – not earplugs)		1 (if not purchased in Prep – please ensure they are compatible with iPads (3.5mm jack))						
Highlighters (pack of 4)			1 pack	1 pack	1 pack	1 pack	1 pack	1 pack
iPad – Refer to information booklet for minimum requirements					1	1	1	1
iPad Apps – Distributed to students via BYO school app					1	1	1	1
Pen, black Artline (fine tipped)							1	
Pens (Faber Castell felt pens) set of 12 (only Prep to have connector)		1	1	1	1	1	1	1
Pencil Case (large zipped, no bigger than A4)		1	1	1	1	1	1	1 (small)
Pencils (box of 20 – HB Staedtler)		1	2	2	1	1	1	1
Pencils (Faber Castell coloured) set		1	2	1	1	1	1	1
Pencil sharpener		1	2	2	2	1 (metal)	1 (metal)	1 (metal)
Permanent Black Marker (Chisel Point)		1					1	
Plastic Document Wallets, A4		1	3	2	4	3	3	4
Protractor							1	1
QLD Targeting Handwriting		1 (level P)	1 (level 1)	1 (level 2)	1 (level 3)			
Ruler (wooden 30 cm)		0	1	1 (if not purchased in Yr. 1)				
Scissors (metal with plastic handles)		1	1	1	1	1	1	1
Scrapbooks (72 page) all blank pages		9	9 (96 page)	9	6	1 (Japanese)	1 (Japanese, if not purchased in Y4.4)	
Thumbdrive/USB (min 16 GB)					1	1	1	1
Whiteboard Marker – Pack of 4 (Staedtler 4 colour pack)			1 pack		1 pack	1 pack	1 pack	1 pack
Whiteboard Marker – Pack of 4 Fine Black (Expo brand)		2 packs		2 packs				1 pack
Yamaha Descant Recorder					1	1 (if not purchased in Yr. 3)		
Soundwaves Standard Chart		1	1 (if not purchased in Prep)					
Soundwaves Extended Chart				1	1 (if not purchased in Yr. 2)			
Sound Waves, Words & Sounds			1	1 (if not purchased in Yr. 1)				
Soundwaves Spelling Foundation Level		1						

PLEASE COMPLETE THE
STUDENT RESOURCE SCHEME
PARTICIPATION AGREEMENT

AND the

PAYMENT ARRANGMENT FORMS
(on following pages)

AND RETURN ALL FORMS TO THE OFFICE
BY MONDAY 21 FEBRUARY, 2022



SRS Fee Payment Arrangement Form

Section 1: Student Details

Student Name	
Student ID	
Year Level	

Section 2: SRS Category *(refer to Year Level SRS Fee table)*

SRS Category	SRS Fee Payable	Select Category/s for named child. <input checked="" type="checkbox"/>
Curriculum Resources	\$	<input type="checkbox"/>
iPad Device Hire	\$	<input type="checkbox"/>
Instrumental Music	\$	<input type="checkbox"/>

Section 3: Payment Arrangement

Please select the preferred payment options *(refer to alternative payment options table)*:

Payment options	Instalments	Total Amount/s	Select preferred payment option. <input checked="" type="checkbox"/>
1. A single payment for the full year's fee	Instalment 1:		<input type="checkbox"/>
2. Term instalments (paid over the first 3 terms)	Instalment 1: Instalment 2: Instalment 3:		<input type="checkbox"/>
3. An instalment plan as negotiated with the school Fortnightly Payments for Curriculum SRS ONLY	Fortnightly Payments <i>Paid over Term 1 – 3</i> <i>Total of 15 payments</i>		<input type="checkbox"/>

Section 4: Return of the SRS Participation Agreement Form

Parents are reminded to complete and return the SRS Participation Agreement Form when joining the scheme for the first time or opting in/out during the student's enrolment.

Have you completed and returned the SRS Participation Agreement Form? Yes No

Please note. If you choose to opt out of the SRS, you are still required to complete and return the SRSParticipation Agreement Form.

Section 5: Parent Signature

Parent Name	
Parent Signature	
Date	

Student Resource Scheme - Participation Agreement Form

The Student Resource Scheme

The Student Resource Scheme (SRS) is a user-charging scheme operated by schools to provide parents with a mechanism to access individual student resources that are not funded by the government.

Government funding for schools does not extend to individual student resources and equipment for their personal use or consumption. Supply of these items, such as textbooks and personal laptops/iPads, is the responsibility of the parent.

The objective of the scheme is to provide parents a convenient and cost-effective alternative to individual supply of resources for their students. Participation in the SRS is optional, and no obligation is placed on a parent to participate.

Terms and conditions for participating in the scheme are provided on the reverse side of the form. Information is also provided on the Textbook and Resource Allowance (TRA) where applicable.

This Participation Agreement Form applies for the duration of a student's enrolment at the school, however parents who are participating in the scheme can choose to opt out from the SRS in future years by completing a new Participation Agreement Form. Any new Participation Agreement Form submitted annually and received by the school will supersede the previous form lodged.

Parents pay the annual participation fee in accordance with the selected payment arrangement. If a student joins the school mid-year, a pro-rata participation fee may apply.

Parents not participating in the scheme must provide their student with all items that would otherwise be provided by the scheme as detailed in the information provided by the school. Parents can choose to join the SRS in future years by completing a new Participation Agreement Form.

To assist schools in managing and administering the scheme, parents are requested to complete the Participation section of this form and return it to the school.

If parents have not completed and returned the form before the due date indicated by the school in the SRS Annual Parent Information documents, the school will take the view that the parent does not wish to participate.

Payment

On agreeing to participate in the SRS, a parent agrees to pay the participation fee as advised and invoiced by the school. For families experiencing financial hardship, please contact the school as soon as possible to discuss options available.

Participation

YES I wish to participate in the Student Resource Scheme. I have read and understand the Terms and Conditions of the scheme (see reverse) and agree to abide by them and to pay the annual participation fee in accordance with the selected payment arrangement. I understand that I can opt out of participation in the SRS in any year by completing a new Participation Agreement Form.

NO I have read the terms and conditions and I do not wish to participate in the Student Resource Scheme. I understand I must provide my child with all items that would otherwise be provided by the SRS as detailed in the information provided by the school. I understand that I can choose to join the SRS in future years by completing a new Participation Agreement Form.

School Name	
Form Return Date	
Student Name	
Year Level	
Parent Name	
Parent Signature	
Date	

Privacy Statement

The Department of Education collects the information you complete on the Participation Agreement Form in order to administer the Student Resource Scheme (SRS). The information will only be accessed by school employees administering the SRS. However, if required, some of this information may be shared with departmental employees for the purpose of debt recovery. Your information will not be given to any other person or agency unless you have given permission or the Department of Education is authorised or required by law to make the disclosure.

Terms and Conditions

Definition

1. Reference to a “parent” is in accordance with the definition in the *Education (General Provisions) Act 2006* and refers equally to an independent student.

Purpose of the SRS

2. In accordance with the *Act*, the cost of providing instruction, administration and facilities for the education of students enrolled at state schools who are Australian citizens or permanent residents, or children of Australian citizens or permanent residents, is met by the State.
3. Parents are directly responsible for providing textbooks and other personal resources for their children while attending school.
4. The SRS enables a parent to enter into an agreement with the school to provide the resources as advised by the school for a specified annual participation fee.

Participation in the SRS

5. Participation in the SRS is optional and parents are under no obligation to participate.
6. The school will provide parents with a list of resources supplied by the SRS to enable parents to assess the cost effectiveness of participation.
7. Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
8. Parents must complete and sign the Participation Agreement Form and return it to the school by the advertised date.
9. This agreement is for the duration of the student’s enrolment at the school, unless a new Participation Agreement Form is completed.
10. Parents are given the option annually to choose whether to participate in the SRS or not by completing this form.
11. Where a parent signs up to participate in the SRS they are agreeing to pay the annual participation fee for the items provided by the SRS.
12. Payment of the participation fee implies acceptance of the SRS including the Terms and Conditions irrespective of whether or not the signed form has been returned.
13. Where a student starts at the school during the school year, the parent may be entitled to pay a pro-rata participation fee to participate based on a 40-week school year.
14. Where a participation fee has been paid and a student leaves the school during the year, the school must determine if the parent is eligible for a pro-rata refund. This will also take into account any pro-rata of the Textbook and Resource Allowance (TRA) (see Additional Information regarding TRA eligibility) and any outstanding SRS debts (including any debts from damaged or non-returned items). Where the cost of outstanding debts is higher than the calculated refund, the parent is liable to pay this balance of funds.

Non-Participation in the SRS

15. Parents who choose not to participate in the SRS are responsible for providing their student with all items that would otherwise be provided by the SRS to enable their student to engage with the curriculum.
16. The school will provide non-participating parents with a list of resources the parents are required to supply for their child.
17. All items included in the SRS must be able to be independently sourced, purchased and supplied by parents who choose not to participate in the SRS.
18. As the SRS operates for the benefit of participating parents and is funded from participation fees, SRS resources will not be issued to students whose parents choose not to participate in the SRS.

The Resources

19. SRS funds received by the school will only be expended on student resources outlined in the school’s SRS and will not be expended on other items or used to raise funds for other purposes.
20. In return for payment of the participation fee, the SRS will provide the participating student with the entire package of resources for the specified participation fee. It is not available in parts unless specifically provided for by the school in the fee structure.
21. The resources, as determined and advised by the school may be:
 - retained by the student and used at their discretion; or
 - used/consumed by the student in the classroom; or

- hired to the student for their personal use for a specified period of time.

22. All SRS resources hired to a student for their temporary use remain the property of the school. The resources must be returned by the agreed date or if the student leaves the school.
23. Parents are responsible for ensuring that any hired SRS resources provided for their child’s temporary use are kept in good condition.
24. The school administration office must be notified immediately of the loss or damage to any hired item.
25. Where a hired item is lost, not returned, or damaged, parents will be responsible for payment to the school of the value of the item or its repair.
26. The replacement cost of any resource may be up to the maximum value (subject to depreciation where appropriate) of the acquisition cost to the school.
27. Parents may be responsible for supplying their child with other resources not specified in the SRS as advised by the school.

Payment Arrangements

28. Payment of the participation fee may be made in whole, as per a nominated payment plan, or for another amount as approved by a Principal.
29. Payment of the participation fee must be made as per the payment methods nominated by the school.
30. Any concessions relating to the participation fee will be at the discretion of the Principal.

Debt Management

31. Payment of the participation fee is a requirement for continued participation in the SRS.
32. Non-payment of the participation fee by designated payment date(s) may result in debt recovery action in accordance with the Department’s Debt Management Procedure <https://ppr.qed.qld.gov.au/pp/debt-management-procedure>

Parents’ Experiencing Financial Hardship

33. Parents experiencing financial hardship who are currently participating in or wish to participate in the SRS should contact the school to discuss options.
34. Principals may vary payment options, negotiate alternative arrangements and/or waive all or part of the participation fee for parents experiencing financial hardship.
35. The onus of proof of financial hardship is on the parent.
36. The school may require annual proof of continuing financial hardship.
37. All discussions will be held in the strictest confidence.

Additional Information

Textbook and Resource Allowance (TRA)

- The Queensland Government provides financial assistance to parents of students in Years 7 to 12, to offset the costs of textbooks and other resources. Assistance is provided in the form of a TRA which is paid through the school. Refer to the department’s website for current TRA rates <https://education.qld.gov.au/about-us/budgets-funding-grants/grants/parents-and-students/textbook-resource-allowance>.
- The TRA is used to offset the fees associated with participation in the SRS.
- Parents not participating in the SRS will receive the TRA directly from the school.
- Parents not participating in the SRS should contact the school directly if they do not automatically receive the payment.

