



# Beerwah State School

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Dear Parents/Carers

A Student Resource Scheme will operate at Beerwah State School in 2023 offering parents an economical alternative to the purchase of learning resources for their child throughout the school year. Under this scheme, books and resource materials are purchased by the school to secure significant savings for you through bulk purchasing power. This ensures your child has all of the resources to start the year without the hassle of you sourcing the various items yourself. **The Student Resource Scheme is separate to the booklist requirements for each year level.** Class Booklists for 2023 is also attached.

The scheme is supported by the P & C but managed by the school and operates within the policy and guidelines of the Department of Education and in accordance with section 50(2) of the Education (General Provisions) Act 2006. Department of Education encourages schools to operate a scheme as a service to parents.

Participation in the scheme is voluntary and those parents/carers who join the scheme are asked to pay a fee so their child can access materials and resources provided by the scheme. Parents/carers who do not wish to participate in the scheme are responsible for providing their child with all the items that would otherwise be provided to the student by the scheme.

Families experiencing financial hardship should speak to administration staff about a payment plan. The purpose of the plan is to give families flexible payment arrangements that suit their budget and enable accounts to be finalised by the end of that current school year.

The provision of this scheme ensures that our students' learning is well resourced, which remains our key focus. The purpose of this scheme is to create an opportunity for every family to support the learning of their children in the most economical way. **The 2023 Student Resource Scheme Fee is \$35.00 per student and is due for payment by Friday, 24 March 2023.**

**Families who participated in the Student Resource Scheme in 2022 are not required to complete a new form for 2023 unless a sibling is commencing school in 2023 (e.g. Prep). An invoice will be automatically generated for existing students and for new students an invoice will be generated on return of the Student Resource Scheme Participation form.**

Please return the attached Student Resource Scheme Participation Form by 24 March 2023. We look forward to your support to ensure your child commences 2023 fully prepared and well-resourced for the academic challenges of the new school year.

Regards

Janet Austen  
Principal

# **STUDENT RESOURCE SCHEME 2023 TERMS AND CONDITIONS**

The information that you are about to read will assist you in making an informed decision regarding your financial commitments and ensure your student is equipped to commence school in 2023. After reading the information below, please complete the Student Resource Scheme Application Form and submit to the school office.

## **BOOKLIST ITEMS**

These are to be purchased by individual parents / carers prior to Day 1, Term 1.

## **STUDENT RESOURCE SCHEME**

The Beerwah State School Student Resource Scheme operates under The Policy and Procedures Register of Department of Education (Student Resource Scheme).

Parents wishing to join the scheme, pay **an annual joining fee** and **sign a contract** agreeing to the terms and conditions. This agreement is for the duration of your child's enrolment at Beerwah State School.

## **ITEMS PROVIDED BY THE SCHEME**

- ICT equipment (desktops, laptops and iPads), digital cameras and specialized equipment.
- Class sets of workbooks, worksheets, reference materials and teacher prepared booklets.
- Class sets of whiteboards.
- Materials where the instruction is extended through providing practical learning experiences involving consumables such as cooking ingredients, art and science materials, math sets, library books and home readers.
- Student Reference materials such as books, videos, DVD's and software.

## **ITEMS SPECIFICALLY EXCLUDED FROM THE SCHEME**

- Year level book lists
- Swimming program – lessons provided by qualified instructors.
- School activities such as school excursions, camps, performances and enrichment activities.
- Regional/District Sporting Trials (if applicable).
- Competitions – e.g. Science, Math, Writing, English

**2023 STUDENT RESOURCE SCHEME FEE: \$ 35.00 PER STUDENT**

Every effort has been made to contain costs to parents while ensuring that adequate resources are available for student use.

The Student Resource Scheme represents excellent value and provides substantial savings to our families.

### **PARTICIPATION IN THE SCHEME**

All parents/carers, **regardless of whether they wish to join the scheme or not**, will need to sign the application form indicating that they have read the *Terms and Conditions* outlined in this document and understand the contract conditions outlined on the Participation Form.

### **NON-PAYMENT / NON-PARTICIPATION**

While it is voluntary to join the Student Resource Scheme, participating parents/carers have entered into an agreement to pay certain fees in exchange for the use of textbooks and resources. Therefore, it is an obligation on participants to make these payments or provide their own books and resources.

**Non-participants will be excluded from non-curricular activities funded by the school, such as leadership activities/resources, author visits etc.**

### **PAYMENT METHODS AND OPTIONS**

Parents are asked to indicate on the Application form the preferred method of payment.

#### **Our preferred payment option is:**

- **BPoint:** On the left bottom on the invoices you will find a link directly to the BPoint portal to pay online.
- **QParent**
- Alternatively, there is a new number to pay invoices via phone 1300 631 073.

Payment may also be made by:

- Credit/debit card in person
- Centrelink deduction

## STUDENT RESOURCE SCHEME BREAKDOWN – PREP TO YEAR 2

This list outlines the resources your child will access as part of the Student Resource Scheme and payment of \$ 35.00. Please note that costs are indicative as at Term 4, 2022.

SUBJECT	ITEMS	COST PER STUDENT
<ul style="list-style-type: none"> <li>• English (Literacy)</li> </ul>	<ul style="list-style-type: none"> <li>• Photocopying/Workbooks/Consumables</li> <li>• Class sets of dictionaries</li> <li>• Show Me Boards</li> <li>• Library User Fee</li> </ul>	<ul style="list-style-type: none"> <li>• \$20.00</li> <li>• \$ 8.00</li> <li>• \$ 5.00</li> <li>• \$ 2.00</li> </ul>
<ul style="list-style-type: none"> <li>• Mathematics (Numeracy)</li> </ul>	<ul style="list-style-type: none"> <li>• Photocopying/Workbooks/Consumables</li> <li>• Class sets of Maths resources</li> </ul>	<ul style="list-style-type: none"> <li>• \$20.00</li> <li>• \$12.00</li> </ul>
<ul style="list-style-type: none"> <li>• Technology (ICT)</li> </ul>	<ul style="list-style-type: none"> <li>• Photocopying/Workbooks/Consumables</li> <li>• ICT equipment fee</li> </ul>	<ul style="list-style-type: none"> <li>• \$ 5.00</li> <li>• \$10.00</li> </ul>
<ul style="list-style-type: none"> <li>• HASS (Humanities and Social Sciences)</li> </ul>	<ul style="list-style-type: none"> <li>• Photocopying/Workbooks/Consumables</li> </ul>	<ul style="list-style-type: none"> <li>• \$ 5.00</li> </ul>
<ul style="list-style-type: none"> <li>• Science</li> </ul>	<ul style="list-style-type: none"> <li>• Photocopying/Workbooks/Consumables</li> <li>• Science Equipment</li> </ul>	<ul style="list-style-type: none"> <li>• \$ 5.00</li> <li>• \$12.00</li> </ul>
<ul style="list-style-type: none"> <li>• Health &amp; Physical Education</li> </ul>	<ul style="list-style-type: none"> <li>• Photocopying/Workbooks/Consumables</li> <li>• Course Equipment</li> </ul>	<ul style="list-style-type: none"> <li>• \$10.00</li> <li>• \$ 5.00</li> </ul>
<ul style="list-style-type: none"> <li>• Cooking</li> </ul>	<ul style="list-style-type: none"> <li>• Ingredients/consumables</li> </ul>	<ul style="list-style-type: none"> <li>• \$ 2.00</li> </ul>
<ul style="list-style-type: none"> <li>• The Arts</li> <li>- Art</li> <li>- Music</li> <li>- Dance</li> </ul>	<ul style="list-style-type: none"> <li>• Photocopying/Workbooks/Consumables</li> <li>• Art consumables</li> </ul>	<ul style="list-style-type: none"> <li>• \$ 5.00</li> <li>• \$15.00</li> </ul>
<b>TOTAL VALUE =</b>		<b>\$ 141.00</b>

# 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

- 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

- 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.
- Parents are directly responsible for providing textbooks and other personal resources for their children while attending school.
- 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

- Participation in the SRS is optional and parents are under no obligation to participate.
- The school will provide parents with a list of resources supplied by the SRS to enable parents to assess the cost effectiveness of participation.
- Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
- Parents must complete and sign the Participation Agreement Form and return it to the school by the advertised date.
- This agreement is for the duration of the student's enrolment at the school, unless a new Participation Agreement Form is completed.
- Parents are given the option annually to choose whether to participate in the SRS or not by completing this form.
- 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.
- 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.
- 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.
- 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

- 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.
- The school will provide non-participating parents with a list of resources the parents are required to supply for their child.
- 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.
- 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

- 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.
- 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.
- 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.
- 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.
  - Parents are responsible for ensuring that any hired SRS resources provided for their child's temporary use are kept in good condition.
  - The school administration office must be notified immediately of the loss or damage to any hired item.
  - 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.
  - 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.
  - Parents may be responsible for supplying their child with other resources not specified in the SRS as advised by the school.

### Payment Arrangements

- 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.
- Payment of the participation fee must be made as per the payment methods nominated by the school.
- Any concessions relating to the participation fee will be at the discretion of the Principal.

### Debt Management

- Payment of the participation fee is a requirement for continued participation in the SRS.
- 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

- Parents experiencing financial hardship who are currently participating in or wish to participate in the SRS should contact the school to discuss options.
- Principals may vary payment options, negotiate alternative arrangements and/or waive all or part of the participation fee for parents experiencing financial hardship.
- The onus of proof of financial hardship is on the parent.
- The school may require annual proof of continuing financial hardship.
- 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/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.

