



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 rate 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	Thuringowa State High School
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.

Privacy Statement

The Department of Education and Training, through the school, is collecting your personal information in accordance with section 51 of the *Education (General Provisions) Act 2006* in order to administer the Student Resource Scheme in an efficient, ethical and secure manner. The information will only be accessed by school employees administering the scheme. Some of this information may be given to 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 and Training is authorised or required by law to make the disclosure.

Purpose of the Scheme

1. In accordance with the *Education (General Provisions) Act 2006*, 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.
2. Parents are directly responsible for providing textbooks and other personal resources for their children while attending school. In recognition that these costs can be high, the school operates a Student Resource Scheme (the "scheme") that enables a parent to enter into an agreement with the school that, for a specified annual participation fee, provides for the temporary use by the student of prescribed textbooks and/or other resources, and/or the purchase of consumables and materials for the student.
3. A Student Resource Scheme is separate to and distinct from a request for a voluntary financial contribution.

Benefits of the Scheme

4. The purpose of the scheme is to provide the parent with a cost effective alternative to purchasing textbooks and/or resources elsewhere, through reduced prices gained from the school's bulk purchasing practices.
5. The scheme also ensures that students have consistent personal resources for their education, and saves the parent time and money in sourcing the prescribed materials elsewhere.
6. The scheme is not used to raise funds for other purposes, and revenue collected through the scheme is applied only to the operation of the scheme. **Participation in the Scheme**
7. Participation in the scheme is voluntary, and there is no obligation on a parent to participate in the scheme. A parent's decision to participate or not is based on consideration of the value afforded to them by the scheme.
8. The completed and signed Participation Agreement Form should be returned to the school by the advertised date to indicate participation or nonparticipation in the scheme.
9. If a parent chooses to participate in the scheme and completes the Participation Agreement Form, a fee will be due and payable by the parent for the items provided by the scheme to the student.
10. Payment of the participation fee is a requirement for continued participation in the scheme. An unpaid fee will be subject to the school's debt collection processes.
11. A parent who does not wish to participate in the student resource scheme shall inform the school by completing the Participation Agreement Form and returning it to the Administration Office. Arrangements will be made for the parents of students in Years 7 to 12 or of secondary education age to be paid the value of the Textbook and Resource Allowance for each of their eligible children.
12. A parent who chooses not to participate in the scheme is responsible for providing the student with all items that would otherwise be provided to the student by the scheme as detailed on the *Year Level Requirements List* and/or *Subject Requirements List*, to enable the student to engage with the curriculum.

Parents and Citizens' Association Support of the Scheme

13. The operation of the Student Resource Scheme is discussed annually at a meeting of the Parents and Citizens' Association. Parents are extended an invitation to attend this meeting and provided with an opportunity to express their opinions. A vote is taken at this meeting on supporting the operation of the scheme.

Textbook and Resource Allowance

14. The Queensland Government provides financial assistance to parents of students in Years 7 to 12 or of secondary education age, attending State and approved non-State schools, to offset the costs of textbooks and other resources. Assistance is provided in the form of a Textbook and Resource Allowance which is paid once a calendar year through the school. Parents have the option to receive the allowance directly from the school or as an offset of fees associated with participation in the school's Student Resource Scheme. This option is made available to each parent annually by the school. Current allowance rates are available from <http://education.qld.gov.au/finance/grants/fund/garp/html/par-stu.html>

Payment Arrangements

15. Payment of the participation fee may be made by EFTPOS (Debit Card; MasterCard; Visa; American Express where accepted by the school), cheque, or cash.
16. 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.
17. 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 your CRN, please contact the school.

18. Payment of the participation fee may be made in whole or by instalment as indicated on the Participation Agreement Form or for another amount as approved by the Principal.

19. For payments made in person by cash, cheque or credit/debit card, a receipt will be provided to the payer. Where payments are received by other methods, a receipt will be provided on request. All receipts and documentation on the scheme should be retained by the parent for future reference and possible taxation purposes.

Parent Experiencing Financial Difficulties

20. A parent wishing to participate in the Student Resource Scheme and experiencing financial hardship is encouraged to contact the principal to discuss how their financial obligations can be met throughout the school year, or to negotiate alternative arrangements that may be available to accommodate their individual circumstances. Centrelink deduction is a payment option offered by the school. All discussions will be held in the strictest confidence.
21. The onus of proof of being so affected is on the parent, and might include a current Health Care Card or other evidence to establish financial hardship.
22. Any concessions given to the participation fee will be at the discretion of the Principal.

Terms and Conditions of Participation in the Scheme

23. Payment of the prescribed fee implies acceptance of the Student Resource Scheme including the Terms and Conditions irrespective of whether or not the signed form has been returned.
24. For the purposes of the scheme, where a student is living independent of his/her parents, reference in the terms and conditions to "parent" is a reference to the independent student.
25. Where a parent chooses to join the scheme and completes a Participation Agreement Form, an annual participation fee will be due and payable by the parent to the Student Resource Scheme.
26. In return for payment of the participation fee, the scheme will provide the participating student with textbooks and/or resources, consumables and materials as listed on the *Year Level Requirements List* and/or *Subject Requirements List* as being provided by the scheme, when due for the student's use.
27. Payment of the participation fee is to be made according to the payment arrangement option indicated by the parent on the Participation Agreement Form, or as otherwise approved by the Principal.
28. Non-payment of the participation fee by the designated payment date(s) will generate a reminder notice to the parent from the school at intervals of 30 days overdue and 60 days overdue. The Principal may thereafter undertake debt recovery action for the overdue participation fee including, where warranted, referral to an external debt collection agency. This may result in extra costs being incurred by the parent.
29. Without limiting any other action the Principal may take in accordance with these terms and conditions, subject to 26 above, the Principal may withdraw a student's participation in the scheme due to non-payment of a participation fee, and/or may require the return of items provided by the scheme for the temporary use of the student, and/or may withhold the giving of any further items under the scheme until the debt is paid.
30. The Principal may refuse to admit a student to the scheme where participation fees are overdue from the previous year's scheme.
31. Where participation fees are overdue, the Principal has the discretion to exclude a student from an optional school activity.
32. The scheme provides the entire package for the specified participation fee, and is not available in parts unless specifically provided for by the school in the fee structure.
33. All textbooks and resources provided for temporary use by the scheme remain the property of the scheme and shall be returned at the end of the course or school year or when the student leaves the school, whichever is the earlier. Where an item is not returned, the parent will be responsible for payment to the scheme of the replacement cost of the item. Failure to make payment may result in debt recovery action being undertaken.
34. Textbooks and other resources provided for temporary student use by the scheme shall be kept in good condition by the student. The school Administration Office shall be notified immediately of the loss or negligent damage to any issued item. Where an issued item is lost or negligently damaged, parents will be responsible for payment to the scheme of the replacement cost of the item. Failure to make payment may result in debt recovery action being undertaken.
35. The parent is responsible for supplying the student with any additional student materials that are not provided by the Student Resource Scheme, as indicated on the *Year Level Requirements List* and/or *Subject Requirements List* or otherwise advised by the school.
36. If a student enters the scheme after the first week of school, a pro-rata participation fee will apply, calculated on a 40-week school year basis.
37. If a student, having paid a participation fee, leaves the school through the year, a pro-rata refund will be made to the parent, calculated on the participation fee paid, less the cost of consumed materials and the replacement cost of scheme items that are lost or negligently damaged or not returned, plus the pro-rata Textbook and Resource Allowance calculated on a 40-week school year basis.
38. As the scheme operates for the benefit of participating parents and is funded solely from participation fees, resources provided by the scheme will not be issued to students whose parents choose not to participate in the scheme.

Student Resource Scheme - 2023

DETAILS	COST
Year 7, 8 & 9 Student Resource Scheme	\$160 each year
Year 10, 11 & 12 Student Resource Scheme	\$180 each year

ALL YEAR LEVELS – RESOURCE SCHEME INCLUSIONS

Students participating in the Student Resource Scheme will be provided with all textbooks required for each subject. Students participating will also receive many resources and materials required in the course of their studies. These resources include:

- Sporting equipment/artistic programs
- Student ID card
- Integrated Computer Technology (ICT) support, software, digital projectors, smart boards, internet access
- Homework diary/planner
- Text books
- Classroom resources, class sets and novels
- Photocopying of booklets and handouts
- Annual magazine
- \$10 for student's personal photocopying (Additional costs may apply)
- Transport and entry to athletic and swimming carnivals – Inter-House and Inter-School carnivals
- Homework, Assessment and Tuition program

ADDITIONAL SUBJECT AND VET COURSE FEES

COURSE	COST	REGISTERED TRAINING ORGANISATION
Year 11/12 Furnishing Studies	\$170 for 2 year course	
Year 11/12 Hospitality Practices	\$100 for 2 year course	
Year 11/12 Engineering Skills	\$170 for 2 year course	
BSB30120 Certificate III Business	\$265 for 2 year course	Binnacle
HLT23215 Certificate II in Health Support Services (Year 11) HLT33115 Certificate III in Health Services Assistance (Year 12)	\$499 (May be able to access VETis Funding to subsidise cost) \$499 for a 1 year course	Connect & Grow
CHC22015 Certificate II Community Services (Year 11) CHC32015 Certificate III Community Services (Year 12)	\$499 for 1 year course (May be able to access VETis Funding) \$499 for 1 year course	Connect & Grow
CHC30121 Certificate III Early Childhood Education and Care	\$885 for 2 year course (included is \$135 First Aid Certificate)	Cath Dickson Institute
AV130419 Certificate III Aviation (Remote Pilot – Visual Line of Sight)	VETis Funding 2 year course	Skills Generation
SIS30321 Certificate III Fitness	\$365 + \$55 First Aid Course 2 year course	Binnacle

School camps, excursions and other activities allow students to enhance their learning and wellbeing. These may occur outside regular school hours and incur extra costs. They often provide practical experiences to extend learning in a particular area. Parents/guardians pay for school excursions, camps and extracurricular activities.

The Student Resource Scheme has been implemented in this school to ensure that all students have the necessary resources to support their educational requirements. It is also intended as a convenience to parents/caregivers to provide a more economical option to purchasing new textbooks resources and consumables each year.

Contribution to the scheme is voluntary. Parents/Caregivers are under no obligation to join, however, they will need to provide all necessary textbooks and purchase and/or pay for resources for the students if they elect not to join the scheme.

The Student Resource Scheme operates at this school under the policy and guidelines of the Department of Education, Training and Employment (DETE). The Thuringowa State High School Parents and Citizens Association supports and authorises the Student Resource Scheme.

The scheme does not cover student's personal requisites such as stationery and writing materials. Resources not covered under the Student Resource Scheme are included in the stationery lists for each year level.

G:/coredata/office/Enrolment Information/2023/SRS Participation Form

SRS Fee Payment Arrangement Form

SECTION 1: STUDENT DETAILS

Student Name	
Student ID	
Year Level	

SECTION 2: SRS CATEGORY

SRS Category	SRS Fee Payable	Option Selected
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

SECTION 3: PAYMENT ARRANGEMENT

Please select the preferred payment option.

Payment options	Instalments	Amounts	Option Selected
1. A single payment for the full year's fee	Instalment 1		<input type="checkbox"/>
2. Term instalments (paid over the first 3 months)	Instalment 1 Instalment 2 Instalment 3		<input type="checkbox"/>
3. An instalment plan as negotiated with the school			<input type="checkbox"/>

SECTION 4: RETURN OF THE PARTICIPATION 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 Participation Agreement Form.

SECTION 5: PARENT SIGNATURE

Parent Name	
Parent Signature	
Date	

PAYMENT OPTIONS

Cash Cheque Eftpos QParents/BPOINT* BPAY Centrepay deductions**

* Online through QParents/BPOINT or see the school's website

** Payment by Centrepay deduction can be arranged through the school office

INTERNET BANKING DETAILS

Account Name: Thuringowa State High School

BSB: 064-823

Account number: 00091255

Please record both Student Full Name and SRS in the reference/details section so that your payment can be recorded correctly. If insufficient details are supplied, payments will be applied to the oldest debt for that Family.