



Student Resource Scheme Annual Parent Information Letter

Dear Parents/Guardians,

This letter contains important information about the **2023 Student Resource Scheme (SRS)** including how the scheme operates and the annual participation fee.

The Queensland Government supports students' 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. Supply of these items is the responsibility of parents.

To provide parents with a cost effective alternative to purchasing textbooks and/or resources elsewhere, Tewantin State School operates a SRS for 2023.

The scheme 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 scheme is not used to raise funds for other purposes, and revenue collected through the scheme 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 19/10/2022.

SRS Participation

The objective of the scheme 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 **30/01/2023**, 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.....

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

Examples of inclusion:

- Class sets of workbooks, worksheets, reference materials and teacher prepared booklets
- Class sets of writing and drawing materials; chalk, stationery, project materials, whiteboards
- Materials where the instruction is extended through providing practical learning experiences involving consumables such as; cooking ingredients, art and science materials and Maker Ed supplies
- Art materials such as paint, brushes, clay and other specialist supplies
- ICT equipment hire of specialised equipment such as drones and robotic kits
- Student reference materials such as books and software
- Art classes / artist workshops
- Annual subscriptions to online programs - Maths Seeds / Mathletics, Literacy Planet & Education Queensland Online Library.
- Participation in school presentations

Costing Methodology

The schools SRS fee is calculated based on a flat fee for all students in the school. Our 2023 SRS remains at **\$70.00 per child**.

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

Book List

Parents/Carers of students are directly responsible for providing stationery and other items for their children whilst attending school and these are itemised on the Book List.

These are to be purchased by individual parents /carers prior to the first day of school in 2023 and are not part of the SRS.

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 BPOINT, EFTPOS (Credit/Debit Card), Cash

- 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. A link can be found at the bottom of your emailed invoice

ITEMS SPECIFICALLY EXCLUDED FROM THIS SCHEME

- Year Level Book List Pack
- Swimming /Surf Skills program – lessons provided by qualified instructors.
- School activities such as school excursions, camps, performances and enrichment activities.
- State, Regional, District Sporting Trials (if applicable)
- Year 6 Graduation
- Instrumental Music Program and Strings Program.

2023 STUDENT RESOURCE SCHEME FEE: \$70.00 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 parents of students.

Contact Us

For all queries regarding the SRS and its inclusions, please contact and arrange an appointment with our Business Manager by calling 5335 8888.

Please complete the SRS Fee Payment Arrangement Form and return to the school administration office by 30/01/2023 if you would like to enter into a payment plan.

NB: If you do not wish to participate in the Student Resource Scheme you will be required to provide items from the year level lists for your child/children throughout the school year as directed by the classroom teacher

STUDENT RESOURCE SCHEME BREAKDOWN PREP – YEAR 2

This list outlines the resources your child will access as part of the Student Resource Scheme and payment of \$70.00. Please note that costs are indicative as at Term 1, 2023

SUBJECT	ITEMS	COST IF NOT PARTICIPATING IN SCHEME
Online Subscription	<ul style="list-style-type: none"> • Reading Eggs • Mathletics 	<ul style="list-style-type: none"> • \$95.00 • \$99.00
Technologies (ICT's)	<ul style="list-style-type: none"> • Software programs • Licencing • Access to school laptops and iPads • School based Apps • Tech support 	<ul style="list-style-type: none"> • \$100.00
Technology (STEM)	<ul style="list-style-type: none"> • Beebots • Drones • Hardware – wood, nails, glue • Consumables (batteries etc) 	<ul style="list-style-type: none"> • \$50.00
Science	<ul style="list-style-type: none"> • Science equipment 	<ul style="list-style-type: none"> • \$10.00
Health and Physical Education	<ul style="list-style-type: none"> • Equipment 	<ul style="list-style-type: none"> • \$25.00
The Arts - Art - Music - Dance - Drama	<ul style="list-style-type: none"> • Stationery, writing and drawing sets • Art consumables and resources • Event days activities / consumables. Eg; Under 8's Day, Easter Hat Parade • Music, costumes, props, sound equipment and musical instruments 	<ul style="list-style-type: none"> • \$15.00 • \$10.00 • \$10.00 • \$5.00
Miscellaneous Consumables for all subject areas	<ul style="list-style-type: none"> • Photocopying • Classroom and Course Consumables 	<ul style="list-style-type: none"> • \$20.00 • \$50.00
Administration	Administration of scheme	<ul style="list-style-type: none"> • \$15.00
Total Value =		In excess of \$500.00

*NB: Parents who do not wish to participate in the Student Resource Scheme (\$70.00) will be required to provide items from the list above for their child throughout the school year as directed by the classroom teacher. This is not an exhaustive list and additional items may be required.

STUDENT RESOURCE SCHEME BREAKDOWN YEAR 3 – YEAR 6

This list outlines the resources your child will access as part of the Student Resource Scheme and payment of \$70.00. Please note that costs are indicative as at Term 1, 2023

SUBJECT	ITEMS	COST IF NOT PARTICIPATING IN SCHEME
Online Subscriptions	<ul style="list-style-type: none"> • Reading Eggs • Mathletics • Online Soundwaves Resources 	<ul style="list-style-type: none"> • \$79.95 • \$99.00 • \$15.00
Technology (ICT's)	<ul style="list-style-type: none"> • Software programs • Licencing • Access to school laptops and Ipads • School based Apps • Tech support 	<ul style="list-style-type: none"> • \$100.00
Technology (STEM)	<ul style="list-style-type: none"> • Beebots • Drones • Hardware – wood, nails, glue • Consumables (batteries etc) 	<ul style="list-style-type: none"> • \$50.00
Science	<ul style="list-style-type: none"> • Science equipment 	<ul style="list-style-type: none"> • \$10.00
Health and Physical Education	<ul style="list-style-type: none"> • Equipment 	<ul style="list-style-type: none"> • \$25.00
The Arts - Art - Music - Dance - Drama	<ul style="list-style-type: none"> • Stationery, writing and drawing sets • Art consumables and resources • Event days activities / consumables. Eg; Under 8's Day, Easter Hat Parade • Music, costumes, props, sound equipment and musical instruments 	<ul style="list-style-type: none"> • \$15.00 • \$10.00 • \$10.00 • \$5.00
Miscellaneous Consumables for all subject areas	<ul style="list-style-type: none"> • Photocopying • Classroom and Course Consumables 	<ul style="list-style-type: none"> • \$20.00 • \$50.00
Adminsitration	ministration of scheme	<ul style="list-style-type: none"> • \$15.00
Total Value =		In excess of \$495.00

*NB: Parents who do not wish to participate in the Student Resource Scheme (\$70.00) will be required to provide items from the list above for their child throughout the school year as directed by the classroom teacher. This is not an exhaustive list and additional items may be required.

Frequently asked questions

1. Does the Student Resource Scheme include my child's stationery requirements?

Parents are required to provide resources in two ways – 1) The Book List and 2) The Student Resource Scheme. All students will supply their own personal stationery items as outlined in the year level Book List. Information about the Book Lists will be emailed or can be found on our website.

2. Isn't education free?

All schools operate within the policy and guidelines of the Department of Education and in accordance with section 51 of the Education (General Provisions) Act 2006. DoE encourages schools to operate a scheme as a service to parents. Whilst schools receive funding from the government to operate the school, student resource expenses extend beyond the budget. Parents therefore are asked to support their child's learning by either providing the resource item itself or participating in the scheme.

3. Why Pay 2023 Book list and Student Resource Scheme Fees by January 2023?

We ask for all parent/carers to pay fees before the start of the 2023 school year, so that student learning materials and books may be purchased early and discounts secured, through early payment and bulk ordering. Participants will then have the opportunity of accessing their resources when they commence school.

4. Do I have to participate in the Student resource Scheme?

Participation in the scheme is voluntary. If parents choose not to participate in the Scheme they will be required to provide the resources listed in the scheme for their child when required throughout the year. A list for your child's year level is available for the office.

5. What happens if I am experiencing financial difficulty?

Anyone experiencing financial difficulty at this time and wishing to pay the Student Resource Scheme over an extended time period should phone the school and speak with our Business Manager on 5335 8888. It is our intention to encourage all families to join the Scheme and enjoy its benefits.

Please contact the school to make an appointment with the Principal or Business Manager should you have any questions regarding the Scheme.

6. Do I need to complete a form?

- Participation form - You only need to complete a participation form if you are new to the school and did not sign on enrolment.
- Payment form – You only need to sign a payment form if you would like to pay in instalments or discuss a plan with our office.

STUDENT RESOURCE SCHEME CONTRACT

YES, I would like to join the Scheme.

- The Student Resource Scheme provides this package for a set fee. It is not available in part.
- All book and resource Scheme monies received by the school will be banked in the school's general account which is subject to annual audit.
- Students will supply their own personal stationery items as outlined in the stationery list.
- Books/resources issued to a student must be handled with due and reasonable care during the year, so that the books will be returned in a condition as near as possible to that when issued.
- Failure to finalise scheme payments can result in being unable to participate in the Scheme the following year.
- For students enrolling part way through the school year, the fee is reduced on a pro rata basis.
- Should a student leave prior to the end of the school year, a pro rata refund will be issued. The refund is based on the full fee less the cost of consumed materials and the cost of replacing lost or damaged texts.
- All books/resources provided under the Scheme remain the property of the school.
- Participation in three school presentations.

NO, I do NOT wish to join the Scheme.

Should you decide not to join the Scheme, you must complete the relevant section below indicating that you have read the contract conditions and have decided NOT to join the Scheme with the following understandings:

- I (parent/carer) understand that my student will NOT be issued with any textbooks or resources purchased through this Scheme.
- I understand that it will be necessary for me to purchase/provide materials and resources required for each learning area to enable my student to complete his/her course of study.
- I understand that the following list of items are paid for and supplied to students from the Scheme and that I may need to purchase these items and subsequent additional items as directed by the class teacher.
 - ★ ICT access, software, online programs, internet use and printing (designated amount).
 - ★ All printed materials issued by teachers.
 - ★ Books, resources for all subjects
 - ★ Art & craft supplies
 - ★ Cooking items and materials for science and technology
- I understand that I will have to pay \$10 towards SRS presentations & \$40 towards the Artist in Residence Program.
- I understand I will have to source my own subscription to Maths Seeds / Mathletics, and Literacy Planet.



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
Tewantin State School 2023 SRS	\$70.00	<input type="checkbox"/>

Section 3: Payment Arrangement

Please select the preferred payment options:

Payment options	Instalments	Amounts	Option Selected
1. A single payment for the full year's fee	Instalment 1: 30/1/2023	\$70.00	<input type="checkbox"/>
2. Term instalments (paid over the first 3 terms)	Instalment 1: 30/1/2023 Instalment 2: 19/4/2023 Instalment 3: 10/7/2023	\$40 \$20 \$10	<input type="checkbox"/>
3. An instalment plan as negotiated with the school		\$70.00	<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	