



2020 STUDENT RESOURCE SCHEME



Parents/Caregivers are directly responsible for providing their students with textbooks and other resources for the student's use while attending school. The Student Resource Scheme is a cost effective method of accessing resources and textbooks offered to families and is the most economical approach to provide the necessary items to enable student learning. It offers value for money when compared to purchasing these textbooks and other resources yourself and saves parents/caregivers the need to shop around for textbooks.

Warwick State High School offers a Student Resource Scheme (**SRS**) to all students. The scheme has the approval of the school's Parent & Citizens Association and provides parents with the following general benefits:

- Minimises the cost of providing resource materials for their children
- Ensures that an adequate bank of resources is available to provide a good quality education
- Ensures all students have equal opportunity to participate in any subject
- Warwick State High School do not charge for individual subject fees

2020 PARTICIPATION FEE: \$250.00 – IF FULL PAYMENT IS MADE BEFORE 26 FEBRUARY 2020 THE SCHOOL IS OFFERING A \$50.00 DISCOUNT. Any payments received after the 26 February 2020 will be invoiced the full amount of \$250.00.

BOND: \$75.00 – This is a once only payment and will remain in place until such time as the student leaves. When all resources have been returned in good condition and all monies owed to the school have been finalised, the bond will be refunded. The bond only applies to the first 2 students of any family.

WHAT THE SCHEME PROVIDES:

The \$250.00 SRS fee, together with the Government Textbook Allowance of \$127.00 (Years 7-10) or \$276.00 (Years 11-12), paid directly to the school, provides a range of resources for student use including:

- Textbooks for any subjects, in print and/or electronic format, as required;
- Printed workbooks to supplement/replace textbooks if needed in some subject areas;
- Photocopying of class materials which complement and/or substitute for textbooks;
- A wider range of textbooks, where a single text is insufficient;
- Audio and visual materials;
- Teacher prepared handouts;
- A homework diary and student ID card;
- Novels and access to class sets of books;
- Consumable subject materials;
- Access to and use of some computer resources including subject specific software;
- Some student printing;

The scheme provides this package for a set fee for all subjects studied by the student and is not available in part, ie. for individual subjects. Some subject areas may not access a textbook, however, these subjects will have a greater reliance on printed booklets, audio-visual, computer materials, class sets of various and a variety of expendable materials such as timber, steel, paints, sporting equipment, library resources, associated hardware to name just a few.

WHAT THE SCHEME DOES NOT PROVIDE

The scheme does not provide the basic “consumables” required by students. Please refer to the stationery list for items required for each year level. Please note that the general stationery is required on the first day of school.

BRING YOUR OWN DEVICE

There will be additional fees resulting from the Computers for Students Program (BYOx). This is only available to students who are financial participants of the Student Resource Scheme. Students who participate in the Bring Your Own Device Program will have an additional fee of \$40.00. Students who hire a School laptop/tablet will have an additional fee of \$80.00. The school also has surplus laptops and tablets that can be purchased at a cost of \$70.00 for the laptops (which does not include Windows 10) or \$120.00 for the tablets (includes Windows 10 licence). You will also need to pay the \$40.00 BYOx Licence if you purchase a device from the school.

FEE ALLOCATION

Invoices will be generated by the Schools financial system in February 2020 to one parent on a signed participation form.

PAYMENT OPTIONS

Once a signed Participation Form is received parents/caregivers will have the option to prepay fees for 2020 during this year. Please visit the Student Resource Office to complete the paperwork. Payments can be made in full by cash, cheque or credit/debit card (payments by Credit/Debit card will need to be done in person at the Student Resource office) or by the following methods:

BPOINT internet or telephone (IVR) – BPOINT is an online payment system which provides an easy method of payment for parents/caregivers via a web link. A hyperlink is printed on your school invoices that directs you to the DoE BPOINT payment page, please include your Customer Reference number (CRN – found on the bottom of your invoice), Invoice number and Student name. This option is only available once invoices are generated. These will not be generated until after the discounted period.

Centrepay – is a free and voluntary service offered by the Commonwealth Government to Centrelink payment recipients. Eligible parents can use Centrepay to pay bills and expenses like the Student Resource Scheme, excursions etc, as regular deductions from their Centrelink payments. Please contact the Student Resource Office to assist you with setting these payments up.

Payment by instalment plan – The school does provide an option for families to pay for the fees by 3 instalments as listed on the Participation Form or a negotiated instalment plan with the school. Also please contact the school to discuss payment options if you are experiencing financial difficulties. Terms and conditions apply.

HOW DO I PARTICIPATE IN THE SCHEME

Should you choose to participate in the Student Resource Scheme, you are required to complete the Student Resource Scheme Participation Agreement Form (attached to this document) for each of your students by ticking “yes” and return the form together with payment. Once payment has been received or the agreement signed for payment instalments, your student will have access to all the resources provided under the scheme. Textbooks will be issued at the start of the year.

WHAT IF I DO NOT PAY THE SCHEME FEE

Should you choose not to participate in the Student Resource Scheme, you are required to complete the Student Resource Participation Agreement form, tick no and return this form to the Student Resource office. An invoice will still be issued for a consumables charge for resources used in subject areas, use of class sets, computer access and access to software, printed handouts and workbooks, student diary, ID Card and subject consumables. Refer to attached subject list to determine the fees that would be payable.

Under the Education (General Provisions) Act 2006, the cost of providing instruction (teachers' salaries), administration and facilities for the education of a student at a state school is met by the State. Parents/caregivers are directly responsible for providing their student with textbooks and other resources while attending school.

The Student Resource Scheme is an economical alternative for the provision of high quality resources for their students. All items provided for temporary student use by the Scheme remain the property of the Scheme and shall be returned at the end of the education program or when the student leaves the

school, whichever is the earlier. Items provided shall be kept in good condition by the student. Where an issued item is lost or negligently damaged or not returned, the parent will be required to pay the replacement cost.

NON-PAYMENT OF FEES AFTER AGREEING TO PARTICIPATE IN THE STUDENT RESOURCE SCHEME

The school operates the SRS to benefit all eligible students. It is not viable for the school to provide this service if fees are outstanding. Students with outstanding fees may not be permitted to participate in optional extra-curricular activities. These activities include;

- Ski Trip/Study Tours
- Rewards Trips
- Purchase of a senior jersey
- Other activities that are deemed to be extra-curricular in nature

Those parents/caregivers signing to join the Student Resource Scheme have entered into an agreement and there is an obligation to pay these fees in exchange for the use of subject requirements and receiving the many other benefits. If the parent/caregiver has not attempted to make payment or arranged for payment, textbooks and resources may be withheld or retrieved and the parent/caregiver is then responsible for the payment of any fees due and to provide the necessary textbooks and resources for the student as per the Education Act.

Action to be taken for non-payment of participation fees includes:

- Generation of a reminder notice to the parent at intervals of 30 days, 60 & 90 days overdue
- After 90 days overdue, undertaking internal school debt recovery action as provided in the School Accounting Manual for the overdue participation fees.
- Exercising discretion in preventing a student from participation in any optional fee-paying school activity.

The school will provide parents/carers with a pro-rata rebate of the participation fees and bond when students leave the school permanently and have enrolled at another Queensland School. Payment Plans can be arranged for parents/carers experiencing financial difficulties.

PLEASE NOTE: Section 23 of the Student Resource Scheme Participation Agreement states :

“Non-payment of the participation fee by the designated payment date(s) may result in debt recovery action in accordance with the Department’s Debt Management procedure. In such cases, the Principal may:

- withdraw the student’s participation in the SRS
- require the return of items provided by the SRS
- withhold the provision of any further items under the SRS
- refuse participation in the SRS where participation fees are overdue from the previous year(s), and/or
- exclude the student from optional, non-curricular activities and/or
- initiate debt recovery action.

Attachment 1 – Participation Agreement Form
Attachment 2 – 2020 Resource List