



Isabella State School

2019 Student Resource Scheme

A note from the School Principal

There are many costs associated with providing the quality educational opportunities all students deserve. In 2019 Isabella State School will once again be offering parents a **Student Resource Scheme (SRS)** as an economical alternative for the provision of high quality resources for their children. The SRS is organised by the school; operates under the policy and guidelines of the Department of Education and Training (DET); is approved annually and endorsed by the P&C Association.

The SRS operated by Isabella SS in 2019 gives parents the option of:

A	Only participating in SRS PART A (\$60)	Details of what is included in SRS Part A are included on the Year Level Booklist/s attached. Parents would then be responsible for purchasing the items on the Booklist (Part B) via the supplier/s of their choice OR via the online ordering system which has been established with Harleys Educational Supplies. Please see Page 2 for details;
B	Participating in SRS Parts A and Part B (book pack) <i>(Prices vary depending on the year level)</i>	Details of what is included in SRS Parts A & B are included on the Year Level Booklist. Please see Page 2 for the benefits of participating in SRS Parts A & B;

Participation in the scheme is optional. However, before you make your decision, please read the contents of this document to see how you are able to make savings. Payment options are also available.

Please complete the final pages to formalise your participation in the scheme and to advise of your payment intentions. Should you be experiencing financial difficulties please contact the Business Manager or Principal to discuss your payment options.

I look forward to your support in ensuring your child starts school prepared and resourced for a wonderful year ahead at Isabella SS.

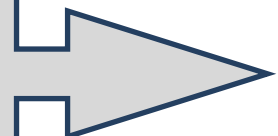
Regards

Monica Halbert
Principal

Please :

1. Read this document
2. Complete the SRS Participation Agreement form attached at the back
3. Sign where indicated
4. Return the back page to the School office by:

Thurs 6 December 2018



Purpose of the Student Resource Scheme

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.

Parents/carers are directly responsible for providing textbooks and other personal resources for their children while attending school. In recognition that these costs can be high, our School operates a Student Resource Scheme (SRS) that enables a parent/carer to enter into an agreement with the School that, for a specified annual participation fee, provides resources and/or the purchase of many consumables and materials for the student.

The scheme is not used to raise funds for any other purpose than to provide resources for your child. Participation fees are directly applied to fund the services delivered by the scheme. The scheme operated by Isabella SS gives parents the option of participating in a Part Package (SRS Scheme A) **OR** the entire package (SRS Schemes A & B).

The Student Resource Scheme includes textbooks and/or educational resources that, in the absence of the scheme, would normally be purchased by the parent for the student to use at school. The scheme also includes printed material such as workbooks and worksheets, produced by the school in lieu of prescribed textbooks.

Benefits of the Scheme

- Students have the required resources for their education when they commence school.
- The benefits from the savings that the school can secure through bulk purchases and discounts are passed on to families.
- The scheme saves parents/carers time and money in sourcing appropriate textbooks, stationery resources, Enrichment resources and other materials supplied under the scheme.

Student Resource Scheme (SRS) - Terms and Conditions

Participation in the scheme is voluntary. A parent's/carer's decision to participate is based on consideration of the value afforded by the scheme. If a parent chooses to participate in the scheme and completes the Participation Agreement Form, a fee will be due and payable.

On lodgement of the completed Participation Agreement Form with the School and payment of the participation fee in accordance with the agreed payment arrangement, the School will provide the items to the student for use.

Payment of the participation fee by the parent is a requirement for continued participation in the scheme. An unpaid fee will be subject to the School's debt recovery processes.

A parent/carer who does not wish to join the scheme is responsible for providing the student with the items that would otherwise have been provided to the student by the scheme to enable them to engage with the curriculum: see Terms and Conditions on the back page of the SRS Participation Agreement form, Paragraphs 12 and 38.

In the event of non-payment of Part A (***and where required resources are not supplied by the parent***) in the current or previous years, please note that students may not be permitted to join until those debts are paid, and a student may also be excluded from certain extracurricular school activities: see paragraphs 30 and 31 on the back page of the SRS Participation Agreement form.

The Student Resource Scheme **does not** include:

- voluntary financial contributions to supplement the instruction, administration and facilities for the education of the student at school
- student internet access during class time
- resources funded by the state through grant funding to provide a core educational service
- optional school activities such as excursions, camps, performances, Enrichment, Year 6 Shirt and Graduation.

Online Ordering - Harleys Educational Supplies

- Log onto website: <https://www.harleyseducational.com.au/>
- Go to tab "Back to School Booklists"
- From drop down list select Isabella SS
- Follow prompts to complete order

Pro Rata Participation Fee

Parents will be charged a pro rata participation fee for SRS Part A for students who enrol after the first week of school, calculated on a 40-week school year basis.

Parents experiencing financial hardship are encouraged to contact the Business Manager or Principal as soon as possible to discuss payment or resourcing options that may be available to accommodate their circumstances.

Refunds

The School will make a pro rata refund of SRS Part A to the parent of a student who, having paid the SRS fee, completes a "Refund" form and leaves the School through the year. The pro rata refund is calculated on the fees paid, less the cost of consumed materials and the replacement cost of scheme items that are lost, negligently damaged or not returned. The School "Refund Policy" is available on our website <https://isabellass.eq.edu.au>

Payment Options

SRS Part A	Payment can either be made in FULL by Thurs 6 December 2018 OR: within 1 week of commencing school in 2019
SRS Parts A & B Book Pack	Payment can either be made in FULL by Thurs 6 December 2018 OR: 50% Deposit (minimum) by Thurs 6 December 2018 and balance paid within 1 week of commencing school 2019. <i>Please note: Book pack resources will not be distributed to students until balance owing is paid.</i> OR: Centrepay deductions. <i>Student resources are to be paid by the end of term 2, 2019 (30 June 2019)</i>

PAYING IN PERSON: Payment by Credit Card, Debit Card, Cash, Cheque or Money Order

- Payment can be made at the School Office, Monday to Friday between the hours of 8:00am and 3:15pm
- EFTPOS facilities are available (Amex is not accepted)**

PAYING BY INTERNET BANKING: Direct Payment into School Bank Account

- Please phone or email the school's AR Officer (jknip6@eq.edu.au) for Debtor ID/School Bank Account details.

PAYING BY CENTRELINK : ***Please note: Resources to be paid by the end of term 2, 2019 (30 June 2019)***

- Isabella State School's Centrelink Reference Number - **CRN 555 100 120J**
- Complete the Centrepay deduction form (available from the office), return the form to school and have the school lodge the form for you. Contact office for reference.

Note: Receipts will be issued and sent home through your child. **The school is unable to issue duplicate receipts.**