27 November 2013

Prep and Year 1
Classroom and Student Resource Scheme for 2014

Dear Parents/Caregivers

Queensland Government legislation requires schools to use consistent names across all schools, to explain the charges they are making. Details about the fees have to be explained in writing to parents. For 2014, charges are as follows.

STUDENT RESOURCE SCHEME - $90

In Prep and Year 1 at Rochedale South there are two types of expenses. The first is the STUDENT RESOURCE SCHEME for $90. For children to be able to learn to read, they need reading books. Our children access many many books over the year as class readers and home readers. We do not require parents to go out and buy all of those books as there are so many and children need different books on a week by week basis. Neither do we set a textbook for Maths as students don’t use all the same books. They still need print and electronic materials though, to progress in their Maths. Where children are capable, they will have different reading books and Maths tasks from another child who struggles in reading or Maths. This is one of the ways we ensure every child is moving ahead at an appropriate level. This also includes the Art and Technology levy. Your child will be able to get all reading books, Maths tasks and electronic Maths, reading, science and technology resources they need to enable them to learn. All the money collected, will go into the purchase of specific Maths and reading resources in the school. Students will also be able to access Reading Eggs, Mathletics, World Book for Students, World Book for Kids and Early World of Learning on-line, even at home for free, providing you have internet access. Students who do not pay will not be able to access all of these classroom and on-line resources or have home access.

CLASSROOM STUDENT RESOURCE SCHEME - $100

The second requirement is the CLASSROOM STUDENT RESOURCE SCHEME for $100. Rather than a booklist in Prep and Year 1, our school operates a Classroom Student Resource Scheme. This second amount of $100 covers all the books, pens, pencils, glue, folders and all the other items used by your child for the whole year. Some of the benefits of not having a booklist are the materials are cheaper when purchased by the school in bulk and there is a clear saving to you. The second reason is that in Prep and Year 1, the struggle to manage all of their own equipment is minimised as the classroom materials are able to be shared. Thirdly, you will not be getting notes home, telling you that your child has run out of glue or filled up their book and requires replacements. It also allows teachers to focus on the essentials of teaching and learning without the distraction of little people trying to manage such increased responsibility for their belongings. In my experience, trying to manage hats, drink bottles and lunch boxes is more than enough for little people in their first years of school.

With this letter, you will receive the Participation Agreement Form for the Student Resource Scheme (green form) and the Participation Agreement Form for the Classroom Student Resource Scheme (yellow form).

Both of these forms need to be filled out, signed and returned in the first week of school to enable the resources to flow to your child.
Payments are required by Thursday 27 February 2014. After this date, students will not be able to continue to access school resources unless they have made the payments. If parents wish to make part payments, they may do so. Please see the Business Services Manager (BSM) for the forms. Payments may be made at the cash window on Tuesdays and Thursdays from 8.15 to 9.15

Yours faithfully

[Signature]
Michelle Butler
Principal

STUDENT SERVICES WINDOW OPEN
Tuesday and Thursday 8.15 – 9.15am
CASH, CHEQUE CREDIT OR EFTPOS AVAILABLE
MASTERCARD, BANKCARD OR VISA
(located in the Admin building right of the front door)

PAYMENT OPTIONS FOR INTERNET BANKING

<table>
<thead>
<tr>
<th>School's Bank A/c Name</th>
<th>ROCHEDALE SOUTH STATE SCHOOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSB Number</td>
<td>064-167</td>
</tr>
<tr>
<td>Account Number</td>
<td>0006042</td>
</tr>
<tr>
<td>Activity Reference Code for Student Resource Scheme $90</td>
<td>First 2 letters of child's first name + surname + SRS</td>
</tr>
<tr>
<td>Activity Reference Code for Classroom Student Resource Scheme $100</td>
<td>First 2 letters of child's first name + surname + CSRS</td>
</tr>
</tbody>
</table>

Important points to consider:
- If you use this option you need to allow two working days for payment to come through.
- If we can identify the student but not the activity - Payment will be applied against the oldest debt.
- If we cannot identify the student – Payment will be paid into a holding account

If you wish to pay by credit card but are unable to come to the payment window when open, you may complete this form and hand it into the office during school hours.

Payment By Credit Card Only – Visa, MasterCard, Bankcard

Name of Student .................................................. Class ..................
Student Resource Scheme $90 □ and/or Classroom Student Resource Scheme $100 □ Total Amount $………………

Name of Cardholder .................................................. Signature ..........................................................

Credit Card Number  I hereby authorise Rochedale South State School to debit my:
□ Bankcard  □ Mastercard  □ Visa

Expiry Date

0000-00-00
Participation Agreement Form

Privacy Statement
The Department of Education, Training and Employment, 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, Training and Employment is authorized or required by law to make the disclosure.

Participation
☐ Yes I wish to participate in the Student Resource Scheme in 2014 (Year). I have read and understand the Terms and Conditions of the scheme (see reverse) and agree to abide by them and to pay the participation fee in accordance with the selected payment arrangement below.

☐ No I do not wish to participate in the Student Resource Scheme in 2014. I have read and understand the Terms and Conditions of the scheme (see reverse) and agree to abide by them, particularly paragraphs 12 and 36.

Please refer to the accompanying Subject Requirements List and/or Year Level Requirements List for fee details.

<table>
<thead>
<tr>
<th>Student Given Name</th>
<th>Student Surname</th>
<th>Yr Level</th>
<th>Participation Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td>$ 90.00</td>
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<tr>
<td>2.</td>
<td></td>
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<td>3.</td>
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<td>4.</td>
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<td>$</td>
</tr>
<tr>
<td>5.</td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

Total $

Parent Details
Given Names:
Surname:
Address:
Contact Numbers: Home: Work: Fax:
Mobile: Email:
Parent Signature: Date:

Payment Arrangement
☐ Now: I wish to make full payment now as a single payment of the total amount above.

☐ Instalments: I wish to make instalment payments, during the first two weeks of the first three terms, in the following proportion of the total amount: Term 1: $_____; Term 2: $_____; Term 3: $_____; or as negotiated with the school:

I agree to make payments by the due dates and I understand that any failure to make payments by these dates may result in debt recovery action being undertaken including, where warranted, referral to an external debt collection agency at my expense.

School Use Only: Negotiated Instalments Approved: Position:

Payment Method
I wish to make payment by:
☐ EFT ☐ EFTPOS Credit/Debit Card ☐ Cheque ☐ Cash

**Payment by EFT can be made to the school bank account BSB: 064-167 Account Number: 00090042. To ensure correct identification of the payment, please ensure that the EFT payment reference clearly includes the STUDENT NAME along with the characters SRS e.g. JSMITHSRS**

Participation Agreement Form

Privacy Statement
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<td>$100.00</td>
</tr>
<tr>
<td>2.</td>
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<td></td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$</strong></td>
</tr>
</tbody>
</table>

Parent Details

Given Names: ____________________________

Surname: ________________________________

Address: __________________________________________

Contact Numbers: Home: ___________ Work: ___________ Fax: ___________

Mobile: ___________ Email: ___________

Parent Signature: ____________________________ Date: ___________

Payment Arrangement:

☐ Now: I wish to make full payment now as a single payment of the total amount above.

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I agree to make payments by the due dates and I understand that any failure to make payments by these dates may result in debt recovery action being undertaken including, where warranted, referral to an external debt collection agency at my expense.

School Use Only: Negotiated Instalments Approved: ____________________________ Position: ____________________________

Payment Method:

☐ EFT  ☐ EFTPOS Credit/Debit Card  ☐ Cheque  ☐ Cash

**Payment by EFT can be made to the school bank account BSB: 064-167 Account Number: 00090042. To ensure correct identification of the payment, please ensure that the EFT payment reference clearly includes the STUDENT NAME along with the characters CSRS e.g. JISMITCSRS

Purpose of the Scheme

1. In accordance with the Education (General Provisions) Act 2006, the cost of 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 for the purchase of consumables and materials for the student.

2. 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 other resources themselves, 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 securing 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 prescribed.

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 non-participation 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 procedures.

11. A parent who does not wish to participate in the student resource scheme shall inform the school in writing by completing the Participation Agreement Form and returning it to the Administration Office. Arrangements will be made for the parents of students in Years 8 to 12 of secondary education age to be paid the value of the textbooks 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, and for providing the students with the same textbooks and Resource Allowance for each of their eligible children.

Parents and Citizens’ Association Support of the Scheme

13. The Student Resource Scheme Committee is appointed annually at a meeting of the Parents and Citizens’ Association. Parents are entitled to 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 8 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 enter into an agreement by the school. Current allowance rates are provided by the Department of Education and Training.

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. For payment made by direct deposit (EFT), the bank account indicated on the invoice must be provided to the parent by the student and permission must be obtained from the school’s Administration Office before the payment is made. The bank account details for payment are to be included on the bank statement or receipt provided to the parent by the student. Current allowance rates are available from the Department of Education and Training.

17. 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.

For payment made by EFTPOS (Debit Card, MasterCard, Visa; American Express where accepted by the school, cheque, or cash)

- Name of cardholder as it appears on the card:
- Signature of Cardholder:
- Card Number:
- Expiry Date:
- For $ ______ (total above) or $ ______ on the first school day of the first three terms (equal instalment payments of the above amount), on ______ in accordance with the negotiated Payment Arrangement completed above.