

Bundamba State Secondary College

Student Resource Scheme

Annual Parent Information Letter



Dear Parents/Guardians,

This letter contains important information about the **2024 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, Bundamba State Secondary College will operate a SRS for 2024.

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.

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.

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 **02/02/2024**, the school will take the view that the parent has chosen to opt into the SRS.

If you chose not to participate then you are required to provide the educational resources listed in the SRS for your 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.

Resource Inclusions

All resources included in the SRS are detailed in the list available from the school office or 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

Generally, the three types of resources that could be included are:

- **Owned** – these items are retained by the student and used as required (e.g. stationery, exercise books, student diary).
- **Used** – these items are used/consumed in class by the student (e.g. industry technology/cooking/art supplies). – work/items produced from these resources will remain the property of the student.
- **Hired** – these items are hired to the student for their personal use for a specific period of time (e.g. textbooks, musical instruments).



- Hired items must be returned to the school in good condition at the end of the hire period or if the student leaves the school.
- A repair or replacement cost may be charged to the parent for any hired items that are damaged or not returned.

Costing Methodology

The schools SRS fee is a flat fee for each year level of students. For year 7 to 10 the fee is \$406 and year 11 and 12 is \$599 less the respective Textbook and Resource Allowance outlined below.

The Textbook and Resource Allowance

The Department of Education provides a Textbook and Resource Allowance (TRA) to assist parents with the cost of textbooks and other education resources for eligible Years 7 to 12 students. For those students who are eligible to receive the TRA, the TRA will be applied to reduce the cost of participation in the SRS. Information on the TRA can be found on the department's website (<https://education.qld.gov.au/about-us/budgets-funding-grants/grants/parents-and-students/textbook-resource-allowance>).

The SRS Participation Fee

The SRS fees payable for the year are:

Description	Year level	Amount	Year level	Amount
SRS Total Cost	Years 7 to 10	\$406	Years 11 to 12	\$599
Less TRA Amount		\$146		\$319
Parent Cost		\$260		\$280

Please Note: Certain subjects incur an additional fee to the SRS due to the type of resources used/provided or external provider costs. See the attached document and information on the schools website.

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 instalments are available. A payment 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 (<http://ppr.det.qld.gov.au/corp/finance/accounts/Procedure%20Attachments/debt-management/debt-management.pdf>)

Payment Options

SRS payments can be made via Cash / EFTPOS at Lower Administration.

Alternatively, we are able to help in setting up payment plans via the following options;

1. **B-POINT PAYMENTS:** payments are deducted using your Credit/Debit Card or Bank Account. We are able to provide you with a link via email after we receive more information from you. Payments can be scheduled Weekly/Fortnightly/Monthly.
2. **CENTREPAY DEDUCTIONS:** payments are deducted straight from your Centrelink Payments. If you chose this option, please collect and complete a Centrepay Deduction Authority Form from Lower Administration.
3. **DIRECT DEBIT DEDUCTIONS:** these payments are deducted from your designated bank account to the school account using the student/s EQ ID Number as a reference number.

Contact Us

For all queries regarding the SRS and its inclusions, please contact the **Accounts Receivable Officer**, phone 3816 6333 or email accounts@bundambassc.eq.edu.au

Please complete the SRS Fee Payment Arrangement Form and return to the school administration office by 28/01/2023.

