



Churchill State School

2021 Student Resource Scheme Information

Dear Parent/Caregivers,

State Schools provide free instruction, administration and facilities to students of Australian citizens or permanent residents. However, in conjunction with their Parents and Citizens Associations (PCA), schools are able to ask parents for a contribution to provide extra resources.

At Churchill, the school strives to provide the best possible educational opportunities for all students. In doing so, it is challenged constantly to justify the worthiness of learning programs against recurring resourcing costs. The reality is that unless parents provide supplementary funds, the school cannot continue to commit to the current full range of education experiences that students enjoy.

At the Churchill State School Parents and Citizens Association meeting, it was agreed that the 2021 Resource Scheme should be \$45 per student per year for grades Prep, 1 and 2, and \$55 for grades 3 to 6.

The targeted revenue from the Resource Scheme will be critical to provide:

- Communication Book
- Additional art and craft resources (Mothers Day, Fathers Day, Easter, Christmas, etc)
- Reprographics support (photocopying of workbooks, paper, printer cartridges)
- Reading Eggs and Mathletics
- Science, Technology, Engineering & Mathematic enhancements (STEM) – including robotic equipment, engineering apparatus and consumable products e.g. cooking ingredients, wood, cardboard and structural consumables such as screws etc

I seek all parent's support to assist the school to meet the Resource Scheme target to enable our teachers to maximise learning opportunities for all our students.

Please complete the attached Student Resource Scheme form to advise the school that you agree to participate in the Scheme and return it to the office so an invoice can be raised.

Once the SRS Form is completed, signed and returned to the office with the \$10.00 per child for the first instalment, students will gain access to their materials. Invoices will be raised and the amount owing will be broken up into 4 payments but you can choose to pay this invoice as one payment if you prefer. Payments can be made directly at the office or via BPoint or QParents. A payment scheme is also available through Centrepay if you receive Centrelink payments (this can be arranged through our office by completing the necessary form).

This form and initial payment, should be finalised by week 3, as the student communication book is a vital resource and is used every school day for the entire year.

Payments will need to be met by the due dates which will be clearly set out on the Invoices to maintain ongoing access to resources. If at any time you are unable to pay by the set deadlines, please contact the office and make alternate arrangements

If parents choose not to enter the SRS, you will need to purchase the resources from the school at their full cost which is clearly listed on the reverse of this letter.

Thank you in anticipation of your support of the resource scheme.

Yours faithfully

Kelli Harvey
Principal

READING EGGS/READING EXPRESS (\$15)

ABC Reading Eggs is an online reading program that makes learning essential reading skills a fun and motivating experience for 3 – 13 year olds. The program has many features that support our core literacy teaching and get our students successfully started on their journey to becoming proficient readers. Reading Eggs is available to be used from home as well as school. **For families to purchase this program outright is \$79.95 for a one year subscription**

MATHLETICS

Mathletics is an online math program which provides learners with the chance to put their mathematics skills to use through activities and challenges that are relevant and attention-grabbing. It makes math a motivating experience for our students and supports their math learning in the classroom. Mathletics is available to be used from home as well as school. **For families to purchase this program directly costs \$99 for a one year subscription.**

INSTRUMENTAL MUSIC PROGRAM \$20

(Students in years 4-6 that are selected to participate in the Instrumental Program ONLY)

Students who participate in the school's Instrumental Music Program are required to pay a levy of \$20 per year to cover costs incurred in running this program. If you need to hire an instrument there will be a further cost of \$50.00.

	SRS Prep-Yr 2	Non-participation in SRS Prep – Year 2	SRS Years 3-6	Non-Participation in SRS Years 3 - 6
Communication Book		\$20.00		\$20.00
Reading Eggs		\$79.95		
Mathletics				\$99.00
Typequick				\$10.00
Additional art & craft resources		\$10.00		\$10.00
Reprographic support		\$10.00		\$10.00
STEM enhancements		\$10.00		\$10.00
Home Reader Program (Maintenance and Purchases)		\$15.00		\$15.00
SRS AMOUNT	\$45.00	\$144.95 (Payable by end of Term 1 2021)	\$55.00	\$174.00 (Payable by end of Term 1 2021)

Instrumental Music Program	Students in Years 4 to 6 only (applications and trials for this program are conducted in term 4 for the following year)	\$20.00 Program charges \$50.00 Instrument Hire Fee
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Preferred method of payment is on-line via BPoint (details will be listed on your invoice) or QParents (if registered). If you need help using these apps we can assist you with the process.

Cash or Eft payments can be made at the payment window from 8.30am. Please be aware that Instalment Payment Plans can be negotiated for families who experience financial difficulties. We can also set up a payment plan with CentrePay if you currently receive payments through Centrelink.

Please contact the school office if financial hardship exists so that special arrangements can be made. All discussions will be held in confidence.

Many thanks for your support.

Primary schools only**Participation**

The Student Resource Scheme (SRS) provides parents with a convenient and cost-effective way to obtain/access educational resources that their child needs for school. These resources supplement the school's resources and enhance students' learning experience at school.

The School has developed a Churchill State School SRS for Prep to Year 2, Years 3 to Years 6 and the Instrumental Music Program. For more information regarding the SRS please see attached information.

Please indicate your intention to participate or not by selecting "yes" or "no" and completing the information in the relevant box below:

☐ Yes

I wish to participate in the above-named Student Resource Scheme for the duration of my child's enrolment at the school. I have read and understand the Terms and Conditions (see reverse) and agree to abide by them and to pay the annual participation fee. I understand that the school will provide me with information about the SRS costs and inclusions each year when the invoice is issued.

I understand that I can opt out of SRS participation in any year by completing a new Participation Agreement Form before the invoice due date.

I wish to make payment each year by:

- ☐ A single payment for the full year's fee
- ☐ Term instalments (paid over the first 3 terms)
- ☐ An instalment plan as negotiated with the school
(e.g. via direct debit, centrepay or other periodical payment method)
Please contact Administration to discuss payment options.
- ☐ I am experiencing financial hardship and wish to meet with the school to discuss my options (see clauses 7-11 overleaf)

☐ No

I do not wish to participate in the above-named Student Resource Scheme. I have read and understand the Terms and Conditions (see reverse) and acknowledge my responsibility to supply the resources required by my child. I understand the school will provide me with a list of resources required each year.

I understand that I can choose to join the SRS in future years by completing a new Participation Agreement Form.

Student Details

I agree to the above made selection, until such point as I inform the school otherwise

Student name: _____

Year level: _____

Parent name: _____

Parent signature: _____

Date: _____

School use only:

Negotiated instalments: _____ Approved by: _____ Date: _____

Terms and Conditions of the Student Resource Scheme

Privacy Statement

The Department of Education collects this information in accordance with section 51 of the *Education (General Provisions) Act 2006* ("the Act") in order to administer the Student Resource Scheme (SRS). The information will only be accessed by school employees administering the SRS. However, if required, some of this information may be shared with departmental employees for the purpose of debt recovery.

Definitions

1. Reference to a "parent" is in accordance with the definition in the Act and refers equally to an independent student.

The Student Resource Scheme (SRS)

2. The cost of providing instruction, administration and facilities for the education of students enrolled at state schools is met by the State.
3. The school is not responsible for providing textbooks, in-class consumables and personal resources for students.
4. The SRS enables parents to access certain resources, as detailed by the school, for an annual fee.
5. Participation in the SRS is optional: parents are under no obligation to participate.

Parents and Citizens' (P&C) Association support of the SRS

6. All parents are invited to participate in the annual meeting of the P&C Association at which the income and expenditure report is presented and the proposed SRS inclusions and fees are tabled for approval.

Parents experiencing financial hardship

7. Principals may vary payment options and/or waive all or part of the participation fee for parents experiencing financial hardship.
8. Parents experiencing financial hardship who wish to participate in the SRS should contact the Principal to discuss options.
9. The onus of proof of financial hardship is on the parent.
10. The school may require annual proof of continuing financial hardship.
11. All discussions will be held in the strictest confidence.

Parents participating in the SRS

12. Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
13. [An] invoice/s for the amount of the annual participation fee will be issued to the parent providing consent to participate in the SRS.
14. This agreement is for the duration of the student's enrolment at the school, unless a new Participation Agreement Form is completed.
15. Parents must notify the school before the invoice due date if they intend to cease their participation in the SRS in any year.
16. Where a parent chooses to participate, they are agreeing to pay the annual participation fee, in accordance with the payment frequency option selected on the form. There is no provision for part-participation.
17. All SRS resources provided for the student's temporary use remain the property of the school and must be returned when requested by the school or if the student leaves the school.
18. Parents are responsible for ensuring that any SRS resources provided for the student's temporary use are kept in useable condition. Where an issued item is lost, not returned, or negligently damaged, parents will be responsible for payment to the school of the value of the item or its repair.
19. Parents must inform the school if items on the list of resources are not received.
20. Non-payment of the participation fee by 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.

Parents NOT participating in the SRS

21. Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
22. This agreement is for the duration of the student's enrolment at the school, unless a new Participation Agreement Form is completed.
23. Where a parent has previously indicated that they will participate in the SRS, but wishes not to participate in any year(s), the parent must notify the school prior to the invoice due date of their intention to cease participation.
24. Parents who choose not to participate in the SRS are responsible for providing their child with all items that would otherwise be provided by the SRS. School-produced resources (e.g. Student Diary) will be available for separate purchase from the school for non-participants.

Operating the SRS

25. Schools will provide all parents with a list of resources provided by the SRS to enable parents to assess the cost effectiveness of participation.
26. Schools will also provide non-participating parents with detailed lists of resources to supply for their child.
27. All items included in the SRS must be able to be independently sourced by parents who choose not to participate in the SRS, either from a third party supplier or by purchasing a school-specific resource (such as a diary or workbook) from the school.
28. Schools may distribute information and invoices to parents in the year preceding the SRS but all invoices must have a minimum of 30 days for payment.
29. Parents must be given the option annually to choose not participate in the SRS.
30. In return for payment of the participation fee, the SRS will provide participating students with the resources and materials as outlined in the school SRS documents.
31. SRS moneys received are to be expended only on student resources outlined in the school's SRS and must not be expended on other items or used to raise funds for other purposes.
32. As the SRS operates for the benefit of participating parents and is funded primarily from participation fees, the school retains control of the resources and determines the rules around their availability to non-participants.
33. A student entering the school during the school year is entitled to pay a pro-rata fee to participate.
34. Where participation fees have been paid and a student leaves the school during the year, schools must determine if parents will be eligible for a pro-rata refund. This calculation will also take into account any pro-rata allocation of any outstanding SRS debts (including any debts from damaged or non-returned items). Where the cost of outstanding debts is higher than the calculated refund, parents will be liable to pay this balance of funds.
35. The replacement cost of any resource will be up to the maximum value (subject to depreciation where appropriate) of the acquisition cost to the school, as detailed on the annual SRS information provided to parents.
36. Schools may initiate debt recovery action in accordance with the debt management procedure where a parent has an outstanding debt.