



# STUDENT RESOURCE

SCHEME 2026



INFORMATION BOOKLET  
YEAR 7



25 November 2025

Dear Parents and Guardians

## 2026 STUDENT RESOURCE SCHEME (SRS)

The Gap State High School offers a varied curriculum to engage students and prepare them for a successful future. To ensure that Learners have the opportunity to flourish, achieve great educational outcomes and maintain up to date quality resources, The Gap State High School annually reviews resources provided to assist with student learning.

The Queensland Government supports children's education by providing funding for instruction (teachers), facilities (school grounds and buildings), and administration (staff to run the school). Funding to schools does not extend to individual student resources such as textbooks (hard cover or e-Books), equipment and materials to extend instruction through practical experiences for the student in the classroom.

The Gap State High School offers a Student Resource Scheme (SRS) to assist parents in providing the resources necessary for their child's schooling. The school has the ability to bulk-purchase educational items through Government-approved supplier arrangements, allowing the school to provide resources at a reduced rate to what single-purchasers can source. These savings enable us to keep the Student Resource fees as low as possible. The scheme operates under the policy and guidelines of the Department of Education and is approved and endorsed annually by the P & C Association.

Parents are required to complete the SRS Participation form as part of the enrolment package for your child to indicate your participation or non-participation in the scheme. The participation agreement form includes the SRS A Core Program, SRS B Elective Subjects, SRS C Additional Educational Program and SRS D Personal Computer Device.

A parent can opt in or out of the scheme in subsequent years by completing another Participation Agreement form and provided it to the school by the 31 January each year. Participation in the scheme is voluntary, however it is a proven cost-effective way for families to provide resources for students to study in the curriculum. If you elect not to join the scheme, you will need to provide all necessary textbooks, resources and materials for your child to engage with the curriculum.

This booklet contains information about the scheme – if you have any questions, please contact Brodee Scorer Business Manager on 3511 3888.

Yours faithfully



Anne McLauchlan  
Executive Principal

## Student Resource Scheme Annual Parent Information Letter

Dear Parents and Guardians,

This letter contains important information about the 2026 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, equipment for personal use, and 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, The Gap State High School operates an SRS.

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 financial impact on parents and whether the school can absorb any of the cost has been considered before determining the SRS fee.

The scheme's operation, resource inclusions and participation fees were approved by the school's P&C Association at the meeting held on Monday, 11 November 2025.

### 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.

#### *Student is new to 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 Monday, 2 February 2026, the school will take the view that the parent has chosen to opt out of the SRS. The parent is then required to provide the educational resources listed in the SRS for their 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.

*Continuing student of the school.....*

A parent's participation or non-participation in the scheme will continue as per their previously completed Participation Agreement Form. A parent can opt in or out of the scheme in subsequent years by completing another Participation Agreement Form.

If a parent has opted out of the scheme the parent is required to provide the educational resources listed in the SRS for their child by the start of the school year.

For more detailed information about the SRS can be found on the Department's website:

(<https://ppr.qed.qld.gov.au/pp/student-resource-scheme-srs-procedure>).

For general information on school fees and charges please see the 'parents and carers' site on [School fees and charges](#).

### Resource Inclusions

All resources included in the SRS are detailed in the attached SRS Resource list. This list is also available 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:

- Student-Owned Consumable Resources (SRS A) – Items that are used or consumed during the school year e.g. ID card, exercise books, materials.
- Student-Owned Non-Consumable Resources (SRS A): Items purchased for a student's ongoing use over multiple years e.g. Headphones, USB, annual subscriptions, programs.
- Resources Hired to Students (SRS A, B, C, D): School-owned items provided for temporary use during the school year e.g. Textbooks, devices, instruments.

### Costing Methodology

The schools SRS fee is calculated based on:

1. A flat fee for all students in the school, OR
2. A flat fee for a cohort group of students (e.g. a year level), OR
3. A general fee for all students or a cohort group plus additional fees for individual subject inclusions.

Please refer to the SRS Resource list for the associated costings.

### 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>).

Year level	TRA Rate
Years 7 to 10	<b>\$164</b>
Years 11 to 12	<b>\$357</b>

### The SRS Participation Fee

The SRS fee payable for the year is available in the attached information and published on the school's website. This also includes the TRA component which has been deducted to reduce the SRS fee payable.

\* If the cost of the SRS is equal to the TRA rate, no SRS Fee is payable.

### 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 confidentially.

### Payment Arrangement

Several payment options including a single payment for the full year's fee or term instalments are available. An instalment plan can also be negotiated with the school.

Any unpaid invoices will be managed according to the department's Debt Management Procedure. Only as a last resort, a Principal may use discretion to exclude a student from optional, non-curricular activities where a parent has an outstanding debt with the school. (<https://ppr.qed.qld.gov.au/pp/debt-management-procedure>).

## STUDENT RESOURCE SCHEME (SRS) – Year 7 2026

### Student Resource List for Year 7

The Gap State High School operates a Student Resource Scheme (SRS) to provide families with a convenient and cost-effective alternative to purchasing educational resources individually. The scheme ensures every student has access to the resources required to fully engage with the school's curriculum, while saving parents and caregivers both time and money. By participating in the SRS, families benefit from the school's ability to bulk purchase and hire resources at significantly reduced prices — in most cases well below standard retail cost. Participation in the SRS is voluntary, and there is no obligation for parents or caregivers to join. Parents who choose not to participate will be responsible for providing their child with all items listed in the SRS before the start of the school year.

#### Types of SRS

In line with Department of Education guidelines, the SRS includes resources that directly support student learning and engagement. These are provided to students in one of the following ways:

- **Student-Owned Consumable Resources (SRS A):** Items that are used or consumed during the school year e.g. ID card, exercise books, materials.
- **Student-Owned Non-Consumable Resources (SRS A):** Items purchased for a student's ongoing use over multiple years e.g. Headphones, USB, annual subscriptions, programs.
- **Resources Hired to Students (SRS A, B, C, D):** School-owned items provided for temporary use during the school year e.g. Textbooks, devices, instruments.

#### Year 7 SRS

Core Resources  
Costs (SRS A)

\$440.00

NB: Personal stationery items are not provided as part of the SRS.

NB: This list is an indicative and non-exclusive guide only and is subject to change.

Subject	Curriculum Resources included in Scheme	Student-Owned Consumable & Non-consumable (SRS A)	Hired (SRS A)	Elective Subject Additional Fees (SRS B, C, D)
ALL YEAR 7 STUDENTS	<b>Student Services</b>			
	- ID Card (Replacement payable by student)	10.00		
	- Software/Apps maximising learning days		18.00	
	- Printing – Subject for year level	20.00		
	- Printing – Student Personal (additional user pays)	20.00		
	- Gala Days/Carnivals/Festival	65.00		
	- House Culture/ Activities	38.00		
	<b>Specialist Programs/Experience/Leadership/Parent/Connect Activities</b>			
	- Wellbeing Program/Positive Education	30.00		
	- Productions	20.00		
	- Internet Safety		4.00	
	- Presentations	5.00		
	- Connect Resources	20.00		
	- Real Schools	13.00		
	<b>Items used to Engage with the curriculum</b>			
	- Adobe	10.00		
	- Infiniti	2.50		
	- ClickView	10.00		
	- Audio and eBooks Wheelers	10.00		
	- Stile (Retail Price \$45)	23.00		
	- Stymie/Relaunch Workshop (Retail \$2000)	7.50		
	- Track Ed	2.50		
	- SLASA (Retail price \$120)	1.00		
	- School TV	3.00		
	- Reference materials to complement learning		10.00	
	- Curated search content Lib Path	2.00		
	- Research database Gale in Context	2.00		
	- Daymap includes	25.00		
	- Diary			
	- Homework assignment submission			
	- School Notices			
	- Study Planners			
	- Turnitin			

**STUDENT RESOURCE SCHEME**

Subject Resource List by Subject Level for 2026

2026 - YEAR 7

Subject	Curriculum Resources included in Scheme	Student-Owned Consumable & Non-consumable (SRS A)	Hired (SRS A)	Elective Subject Additional Fees (SRS B, C, D)
APPLIED POSITIVE PSYCHOLOGY (APPS)	Materials to extend instruction through practical experience Hire of Equipment and consumables Teacher prepared materials which complement and/or substitutes for textbooks	10.00	8.00	
		6.00		
		<b>16.00</b>		
CHINESE	Education Perfect – online platform Photocopying, printing and provision of resources	26.00		
		10.00		
		<b>36.00</b>		
DIGITAL TECHNOLOGIES	Teacher prepared materials which complement and/or substitutes for textbooks	25.00		
		<b>25.00</b>		
DRAMA	Playscripts and recordings of professional performances Hire of equipment and materials to extend instruction through practical experiences – Costumes, props, stage accessories Teacher prepared materials which complement and/or substitutes for textbooks		15.00	
		10.00	15.00	
		<b>10.00</b>	<b>30.00</b>	
ELITE VOLLEYBALL PROGRAM (EVP)	EVP Excellence Program Fee (SRS C)			450.00
				<b>450.00</b>
ENGLISH	Online resources, references, textbooks Teacher prepared materials which complement and/or substitutes for textbooks Novel resources	30.00	25.00	
			20.00	
		<b>30.00</b>	<b>45.00</b>	
FOOD TECHNOLOGIES	Resources including booklets, class resources consumables Hire of Equipment and materials to extend instruction through practical experiences Textbook: <i>Nelson Food by Design</i> Food Technologies Elective Fee (SRS B)	10.00	72.95	40.00
		<b>10.00</b>	<b>72.95</b>	<b>40.00</b>
GEOGRAPHY	Textbook – Oxford Big Ideas 7 digital Teacher prepared materials which complement and /or substitutes for textbooks	49.95	49.95	
		5.00		
		<b>5.00</b>	<b>49.95</b>	
GERMAN	Education Perfect Teacher prepared materials which complement and /or substitutes for textbooks	26.00		
		10.00		
		<b>36.00</b>		

Subject	Curriculum Resources included in Scheme	Student-Owned Consumable & Non-consumable (SRS A)	Hired (SRS A)	Elective Subject Additional Fees (SRS B, C, D)
HISTORY	Textbook – Oxford Big Ideas 7 digital Teacher prepared materials which complement and /or substitutes for textbooks	5.00	49.95	
		<b>5.00</b>	<b>49.95</b>	
HPE	Teacher prepared materials which complement and/or substitutes for textbooks Hire of equipment and materials to extend instruction through practical experience	25.00	5.00	
		<b>25.00</b>	<b>5.00</b>	
INDUSTRIAL TECHNOLOGIES	Hire of equipment and materials to extend instruction through practical experience - booklets, class resources, demonstration materials, provision of resources Textbook: <i>Junior Workshop A and B Print</i> Textbook: <i>Introducing Technology</i> Teacher prepared materials which complement and/or substitutes for textbooks Industrial Technologies/Graphics Elective Fee (SRS B)	20.00	10.00 23.95 65.95	40.00
		<b>20.00</b>	<b>99.90</b>	<b>40.00</b>
INSTRUMENTAL & VOCAL MUSIC	Instrumental Music Fee Instrumental Music Hire of Equipment (if required) Choir- if not in Instrumental Music Choir – if in Instrument Music (SRS C)			175.00 150.00 75.00 25.00
INTERVENTION PROGRAM (IP)	Online resources, references, textbooks Teacher prepared materials which complement and/or substitutes for textbooks Photocopying, printing and provision of resources	25.00	20.00	
		20.00		
		<b>45.00</b>	<b>20.00</b>	
MATHEMATICS	Online resources, references, textbooks Textbook: <i>Cambridge Essential Maths Year 7 Edition 4 book and ebook</i> Textbook: <i>Cambridge Essential Maths Year 7 Edition 4 ebook</i> Teacher prepared materials which complement and/or substitutes for textbooks	25.00	20.00 74.95 59.95	
		<b>25.00</b>	<b>154.90</b>	
MEDIA ARTS	Teacher prepared materials which complement and/or substitutes for textbooks Hire of equipment and materials to extend instruction through practical experiences –green screen, diorama, tripods and stabilizers, cameras, microphones, lights Computer Software and hardware (iPads, iMacs)	10.00	15.00 15.00	
		<b>10.00</b>	<b>30.00</b>	
MUSIC	Sheet music and teacher prepared materials which complements and/or substitutes for textbooks Hire of equipment and materials to extend instruction through practical experiences – guitars, keyboards, amplifiers, drums and recording devices Computer software and hardware (MacLab)	10.00	15.00 15.00	
		<b>10.00</b>	<b>30.00</b>	

Subject	Curriculum Resources included in Scheme	Student-Owned Consumable & Non-consumable (SRS A)	Hired (SRS A)	Elective Subject Additional Fees (SRS B, C, D)
MUSIC ACCELERATED	Accelerated Music Program Fee (SRS C) Sheet music and teacher prepared materials which complements and/or substitutes for textbooks Hire of equipment and materials to extend instruction through practical experiences – guitars, keyboards, amplifiers, drums, and recording devices, computer software and hardware Sibelius	20.00	30.00	120.00
		10.00		
		<b>30.00</b>	<b>30.00</b>	<b>120.00</b>
SCIENCE	Online resources, references, textbooks for classroom reference Textbook: <i>Cambridge Science for QLD Yr 7 book and digital</i> Textbook: <i>Cambridge Science for QLD Yr 7 ebook (57.95)</i> Teacher prepared materials which complement and/or substitutes for textbooks Hire of equipment and materials to extend instruction through practical experience	25.00	20.00	
			69.95	
			10.00	
		<b>25.00</b>	<b>99.95</b>	
STUDENT SUPPORT SERVICES	PEAK - Teacher prepared materials which complements and/or substitutes for textbooks Provision of resources	40.00		
		10.00		
		<b>50.00</b>		
VISUAL ARTS	Teacher prepared materials which complement and/or substitutes for textbooks Hire of equipment and materials to extend instruction through practical experience Art and Media Elective Fee (SRS B)	10.00	20.00	40.00
		<b>10.00</b>	<b>20.00</b>	<b>40.00</b>
VISUAL ARTS EXTENSION	Visual Arts Extension \$210 Fee Per Term (SRS C)			<b>840.00</b>
				<b>840.00</b>
PERSONAL COMPUTING DEVICE	Choose your Own Device Program (SRS D) Families are invited to participate in the school managed "Choose your own Device" (CYOD) Program – cost TBA CYOD Service Fee	TBA		<b>150.00</b>
				<b>150.00</b>



THE GAP STATE HIGH SCHOOL – 2026

Junior School – SRS Fee and Elective Subject Fees

Year 7		Year 8		Year 9	
SRS Part A Core Program – All students					
Student Resource Scheme Part A	\$440	Student Resource Scheme Part A	\$440	Student Resource Scheme Part A	\$440

<b>Payment options</b>	<b>Instalments</b>	<b>Option Selected</b>
1. A single payment for the full year's fee	Single Payment: \$440 - 24/2/2026	<input type="checkbox"/>
2. Term instalments (paid over the first 2 terms)	Instalment 1: \$147 - 24/2/2026 Instalment 2: \$147 – 19/4/2026 Instalment 3: \$146 – 21/6/2026	<input type="checkbox"/>
3. An instalment plan as negotiated with the school	<b>TBA</b>	<input type="checkbox"/>

<b>SRS Part B Electives – Student selected – Subject/Course fees will be invoiced in February 2026 when Student's timetables are published (Payment due 21 March 2026)</b>					
<b>Consumables</b>		<b>Consumables</b>		<b>Electives</b>	
Food Technologies	\$40	Food Technologies	\$40	APPs Rites of Passage	\$300
Industrial Technologies	\$40	Industrial Technologies/ Graphics	\$40	Digital Technologies	\$10
Visual Art Fee (Semester)	\$40	Visual Art Fee (Semester)	\$40	Drama (Artist in Residence Workshop)	\$25
				Engineering Principles and Systems	\$80
				Food and Fashion	\$30
				Food Technologies	\$30
				Graphical Design and Technologies	\$25
				Leadership	\$100
				Materials and Technologies Specialisation	\$75
				Media Arts	\$70
				STEM	\$65
				Visual Art	\$60
				Visual Design	\$60

SRS Part C Additional Educational Programs - Instrumental Music & Choir (Y 7 – 9 students) and Excellence Programs - Subject/Course fees will be invoiced in February 2026 when Student's timetables are published (Payment due 21 March 2026)					
Accelerated Music Program Fee	\$120	Accelerated Music Program Fee	\$120	Accelerated Music Program Fee	\$120
Instrumental Music	\$175	Instrumental Music	\$175	Instrumental Music	\$175
Instrumental Music Hire of Equipment	\$150	Instrumental Music Hire of Equipment	\$150	Instrumental Music Hire of Equipment	\$150
Choir - if not in Instrumental Music	\$75	Choir - if not in Instrumental Music	\$75	Choir - if not in Instrumental Music	\$75
Choir - if in Instrumental Music	\$25	Choir - if in Instrumental Music	\$25	Choir - if in Instrumental Music	\$25
Specialist Volleyball Program (SVP)	\$450	Specialist Volleyball Program (SVP)	\$450	Specialist Volleyball Program (SVP)	\$450
Visual Art Extension	Tm \$190 Yr \$780				

SRS Part D Personal Computing Device orders accepted from Term 3 annually. Service Fee will be invoiced in Term 1 Annually					
Service Fee CYOD	\$150	Service Fee CYOD	\$150	Service Fee CYOD	\$150

Reprographics: User pays after students have exceeded their Private Printing credit limit.

### Payment Options

<b>DoE Preferred Payment Method – BPoint/QParents</b>	<ul style="list-style-type: none"> <li>Please use the CRN (Customer Reference Number) located on the bottom left-hand side of your Invoice.</li> <li>Payment can be made through the <a href="#">Payment Portal</a>. This is a secure site and receipts are issued immediately. Our records are updated within 24 hours.</li> <li>Copies of invoices and receipts are available in your QParents Portal. Payments can also be made in QParents.</li> </ul>
<b>Direct Bank Transfer</b>	<b>BSB:</b> 064-174 <b>Account Number:</b> 00090008 <b>Reference:</b> Student Surname – Activity
<b>Phone Payments (Credit/Debit Card)</b>	Call <b>1300 631 073 (BPoint)</b> . Please have your invoice on hand and be ready to provide your <b>CRN</b> and <b>Invoice Number</b> .
<b>In Person at The Gap State High School</b>	Payment can be made by EFT at the school office. Office hours are Monday to Friday 7:30am to 4:00pm on school days



## Information for Excursions, Camp and Year Level activities

The Gap State High School provides excursions which enhance the curriculum. Students are invited to attend annual year level camps and international trips which are offered on a regular basis. Approximate dates and costs are included for your information only and subject to confirmation. Deposits may not be required for all these activities but are non-refundable for international travel and excursions / travel where the school has incurred an expense.

Excursion/camp detail	Approximate date of event	Total cost 2025 Indicative	Deposit amount If required	Deposit Date	Final Payment Date	Comments
Year 7 Camp	Week 9/10, Term 1	\$450			February	
Year 8 Camp	Week 6-7, Term 2	\$350			Late April	
Year 9 Camp	Week 7, Term 3	\$460			July	
Year 10 Camp	Week 2, Term 4	\$550			August	
Year 11 Camp	Week 10, Term 2	\$520-\$800	\$100	February	April	
Mt Tamborine Music Camp	February	\$350				
Ski NZ	June/July	\$3900	\$300	Term 4		Non Curricula
Duke of Ed Bronze Camp	Term 2/3	\$150				Non Curricula
Duke of Ed Silver Camp	Term 3	\$300				Non Curricula
Senior Volleyball – Schools Cup	August	Included in EVP Fee				Non Curricula
Intermediate Volleyball – Schools Cup	May	Included in EVP Fee				Non Curricula
Junior School Queensland Volleyball Comp	October	Included in EVP Fee				Non Curricula
Volleyball Qld Beach Schools Cup	March	Included in EVP Fee				Non Curricula
Australian Volleyball Beach Cup	March	\$120				Non Curricula
Australian Volleyball – Gold Coast	Week 10, Term 4	\$1150				Non Curricula
Year 12 Formal	Week 7, Term 4	\$220				Non Curricula
Year 9 EOY Activity	Week 9, Term 4	\$80				Non Curricula
Year 12 Senior Jersey/Hoodie	Term 4	\$85				Non curricula
Year 7 and 8 Experience days	Week 10, Term 4	\$60				Non Curricula
Nepal Trip Yr 10 & 11	Term 4 2026	\$9000	\$500	TBA		Non Curricula
Tasmania Trek Yr10 & 11	Term 4 Nov/Dec	\$2,000-\$4,000				Non Curricula
Music Camp	TBC	\$500				Non Curricula

## Student Resource Scheme - Participation Agreement Form

### The Student Resource Scheme

The Student Resource Scheme (SRS) is a user-charging scheme operated by schools to provide parents with a mechanism to access individual student resources that are not funded by the government. Government funding for schools does not extend to individual student resources and equipment for their personal use or consumption. Supply of these items, such as textbooks and personal laptops/iPads, is the responsibility of the parent. The objective of the scheme is to provide parents a convenient and cost-effective alternative to individual supply of resources for their students. Participation in the SRS is optional, and no obligation is placed on a parent to participate. Terms and conditions for participating in the scheme are provided on the reverse side of the form. Information is also provided on the Textbook and Resource Allowance (TRA) where applicable. This Participation Agreement Form applies for the duration of a student's enrolment at the school, however parents who are participating in the scheme can choose to opt out from the SRS in future years by completing a new Participation Agreement Form. Any new Participation Agreement Form submitted annually and received by the school will supersede the previous form lodged. Parents pay the annual participation fee in accordance with the selected payment arrangement. If a student joins the school mid-year, a pro-rata participation fee may apply. Parents not participating in the scheme must provide their student with all items that would otherwise be provided by the scheme as detailed in the information provided by the school. Parents can choose to join the SRS in future years by completing a new Participation Agreement Form. To assist schools in managing and administering the scheme, parents are requested to complete the Participation section of this form and return it to the school. If parents have not completed and returned the form before the due date indicated by the school in the SRS Annual Parent Information documents, the school will take the view that the parent does not wish to participate. For further information please see the 'parents and carers' site for general information on [School fees and charges](#).

### Payment

On agreeing to participate in the SRS, a parent agrees to pay the participation fee as advised and invoiced by the school. For families experiencing financial hardship, please contact the school as soon as possible to discuss options available.

### Participation

- ☐ **YES** I wish to participate in the Student Resource Scheme. I have read and understand the Terms and Conditions of the scheme (see reverse) and agree to abide by them and to pay the annual participation fee in accordance with the selected payment arrangement. I understand that I can opt out of participation in the SRS in any year by completing a new Participation Agreement Form.
- ☐ **NO** I have read the terms and conditions and I do not wish to participate in the Student Resource Scheme. I understand I must provide my child with all items and resources that would otherwise be provided by the SRS as detailed in the information provided by the school. I understand that I can choose to join the SRS in future years by completing a new Participation Agreement Form.

School Name	
Form Return Date	
Student Name	
Year Level	
Parent Name	
Parent Signature	
Date	

**Privacy Statement**

The Department of Education (the department) is collecting the personal information you provide in this form (including student name, school name, parent name and parent signature) for the purpose of administering the Student Resource Scheme (SRS). If you do not provide the personal information requested, we will not be able to confirm whether you have agreed or disagreed to your child participating in the SRS. In such cases, the department will deem that you do not wish for your child to participate in the SRS. The personal information collected may be shared with authorised departmental employees for the purposes of SRS administration and debt management. The personal information collected will be managed in accordance with the Information Privacy Act 2009 and will not be used or disclosed for another purpose without your consent, or unless authorised or required by law. Information about how individuals can access and amend their personal information held by the department, together with information about how individuals can make a privacy complaint is available at <https://qed.qld.gov.au/privacy/>.

## Terms and Conditions

### Definition

1. Reference to a “parent” is in accordance with the definition in the Education (General Provisions) Act 2006 and refers equally to an independent student.

### Purpose of the SRS

2. In accordance with the Act, 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.
3. Parents are directly responsible for providing textbooks and other personal resources for their children while attending school.
4. The SRS enables a parent to enter into an agreement with the school to provide the resources required for their child to engage with the curriculum for a specified annual participation fee.

### Participation in the SRS

5. Participation in the SRS is optional and parents are under no obligation to participate.
6. The school will provide parents with a list of resources supplied by the SRS to enable parents to assess the cost effectiveness of participation.
7. Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
8. Parents must complete and sign the Participation Agreement Form and return it to the school by the advertised date.
9. This agreement is for the duration of the student’s enrolment at the school, unless a new Participation Agreement Form is completed.
10. Parents are given the option annually to choose whether to participate in the SRS or not by completing this form.
11. Where a parent signs up to participate in the SRS they are agreeing to pay the annual participation fee for the items provided by the SRS.
12. Payment of the participation fee implies acceptance of the SRS including the Terms and Conditions irrespective of whether or not the signed form has been returned.
13. Where a student starts at the school during the school year, the parent may be entitled to pay a pro-rata participation fee to participate based on a 40-week school year.
14. Where a participation fee has been paid and a student leaves the school during the year, the school must determine if the parent is eligible for a pro-rata refund. This will also take into account any pro-rata of the Textbook and Resource Allowance (TRA) (see Additional Information regarding TRA eligibility) and 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, the parent is liable to pay this balance of funds.

### Non-Participation in the SRS

15. Parents who choose not to participate in the SRS are responsible for providing their student with all items that would otherwise be provided by the SRS to enable their student to engage with the curriculum.
16. The school will provide non-participating parents with a list of resources the parents are required to supply for their child.
17. All items included in the SRS must be able to be independently sourced, purchased and supplied by parents who choose not to participate in the SRS.
18. As the SRS operates for the benefit of participating parents and is funded from participation fees, SRS resources will not be issued to students whose parents choose not to participate in the SRS.

### The Resources

19. SRS funds received by the school will only be expended on student resources outlined in the school’s SRS and will not be expended on other items or used to raise funds for other purposes.
20. In return for payment of the participation fee, the SRS will provide the participating student with the entire package of resources for the specified participation fee. It is not available in parts unless specifically provided for by the school in the fee structure.
21. The resources, as determined and advised by the school may be:
  - retained by the student and used at their discretion; or
  - used/consumed by the student in the classroom; or
  - hired to the student for their personal use for a specified period of time.
22. All SRS resources hired to a student for their temporary use remain the property of the school. The resources must be returned by the agreed date or if the student leaves the school.
23. Parents are responsible for ensuring that any hired SRS resources provided for their child’s temporary use are kept in good condition.
24. The school administration office must be notified immediately of the loss or damage to any hired item.
25. Where a hired item is lost, not returned, or damaged, parents will be responsible for payment to the school of the value of the item or its repair.
26. The replacement cost of any resource may be up to the maximum value (subject to depreciation where appropriate) of the acquisition cost to the school.
27. Parents may be responsible for supplying their child with other resources not specified in the SRS as advised by the school.

### Payment Arrangements

28. Payment of the participation fee may be made in whole, as per a nominated payment plan, or for another amount as approved by a Principal.
29. Payment of the participation fee must be made as per the payment methods nominated by the school.
30. Any concessions relating to the participation fee will be at the discretion of the Principal.

### Debt Management

31. Payment of the participation fee is a requirement for continued participation in the SRS. 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 <https://ppr.qed.qld.gov.au/pp/debt-management-procedure>

### Parents' Experiencing Financial Hardship

32. Parents experiencing financial hardship who are currently participating in or wish to participate in the SRS should contact the school to discuss options.
33. Principals may vary payment options, negotiate alternative arrangements and/or waive all or part of the participation fee for parents experiencing financial hardship.
34. The onus of proof of financial hardship is on the parent.
35. The school may require annual proof of continuing financial hardship.
36. All discussions will be held in the strictest confidence.

### Additional Information

#### Textbook and Resource Allowance (TRA)

- The Queensland Government provides financial assistance to parents of students in Years 7 to 12, to offset the costs of textbooks and other resources. Assistance is provided in the form of a TRA which is paid through the school. Refer to the department's website for current TRA rates <https://education.qld.gov.au/about-us/budgets-funding-grants/grants/parents-and-students/textbook-resource-allowance>.
- The TRA is used to offset the fees associated with participation in the SRS.
- Parents not participating in the SRS will receive the TRA as either a credit to the student's account or as a direct payment from the school.
- Parents not participating in the SRS should contact the school directly if they do not automatically receive the payment.

## PAYMENT POLICY

### Payment of school accounts

Payments can be made by QParent/BPOINT, BPAY, EFTPOS (Credit/Debit Card), Cheque, Cash, Centrepay.

- Payment may be made through the QParents portal using a credit card. Payment will be directed from the QParents portal to BPOINT where relevant outstanding invoice information may be selected.
- When paying by BPOINT, please use the Customer Reference Number (CRN) and invoice number as printed on the invoice received from the school. If unsure of the CRN, please contact the school.
- Centrepay Deductions are available to pay the SRS fees. Use Centrepay to make regular deductions from your Centrelink payment. Centrepay is a voluntary and easy payment option available to Centrelink customers. Go to [Centrelink Information](#) for more information on how to set up your Centrepay deductions.

### Payment Arrangements

Several payment options including a single payment for the full year's fee or term instalments are available. An instalment 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.

### 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.

### Non-Curriculum Activities

As advised previously on our web site, in our school newsletter and in correspondence to families, students may not be invited to participate in any non-curriculum activities including the senior formal, end of year experience days, or the purchase of the senior jersey, if they have outstanding school fees.

### For Parents in Dispute over the payment of their child's school activity fees

In accordance with Qld Government Policy – Family law matters affecting state schools - Schools should not enter part payment or 50/50 invoicing arrangements. It is a matter for the parents to determine who pays the invoiced fees. If there is a payment arrangement between the parents that has not been adhered to, that is a matter for the parents to resolve between themselves. If the fees are not paid in full (e.g. the school receives only part payment from one parent) then the child should not be allowed to participate in the activity.

## REFUND POLICY

### Student Resource Scheme Refund Policy

Students who exit the school during the year, will receive a pro-rata refund of the Textbook Resource Allowance, any Student Resource Scheme fees or additional subject fees paid, based on a 40 week year. Refunds may be affected by the non-return of resources to the school, any unpaid fees or damage to resources used by students under the Student Resource Scheme.

### Excursions General

Refunds for excursions will vary depending on separate funding arrangements and include details contained below for specific excursions/travel. Notwithstanding the following details refunds in general for excursions, may not be available unless the school is advised seven (7) days prior to the excursion occurring and no unrecoverable monies have been expended on behalf of the student by the school. Considerations may be made under extenuating circumstances as approved by the Principal.

### School Camps / Interstate / Intrastate Travel

Refunds for camps, Interstate and intrastate travel will vary depending on the separate funding arrangements. In general refunds for excursions may not be available unless the school is advised at least seven (7) days prior to the excursion occurring and no monies have been expended on behalf of the student that cannot be recouped by the school. See notes below\* \*\* Considerations may be made for extenuating circumstances as approved by the Principal.

### International Travel

See the special conditions as outlined in the travel documentation provided by the school.

### School Day Excursions

School day excursions are non-refundable unless there are extenuating circumstances approved by the Principal.

\* Airline travel tickets are non-refundable

\*\* Bus transportation costs may not be refundable.