

**SUNNYBANK STATE HIGH SCHOOL
CONDITIONS/GUIDELINES FOR THE RESOURCE SCHEME
YEAR 7-12 (As at October 2017)**

The Resource Scheme is endorsed by the Parents & Citizens Association and its main function is to ensure that all students have access to the necessary resources for their education, and to benefit parents/caregivers financially and reduce the need to shop for and find books and other resources. The Sunnybank Resource Scheme was approved at the October 2017 meeting of the Parents & Citizens Association and is reviewed yearly through the P & C. In return for a fee of **\$400**, the scheme provides:

Consumables	Consumables for group/experimental work. Consumable materials used in Industrial Technology subjects i.e. Building and Construction. Print materials, software and consumables used with Computer Technology Class workbooks, worksheets and teacher prepared materials Projects completed in Art and Industrial Arts.
Texts	Long term loan of all textbooks as needed for up to one year as prescribed for each subject Short term loan of textbooks (eg: SOSE texts, plays and novels studied in English/Drama) Access to class sets of texts (eg: Dictionaries, Atlas) Use of reference materials and other library resources
Student ID Card	School ID Card to provide identification, Student services, photocopying/printing, subsidised costs for transport, movie entry
Technology	Access to the school's Internet system, including download costs An opening credit for each student's reprographics account. (\$45 charge for technology is included in the total resource fee)
Miscellaneous	Admission fees for Inter-house swimming carnival Use of specialised equipment (eg: art, sport, music) QCS (Queensland Core Skills) writing test practice – conducted as part of Senior Studies
Transport	Transport costs for all travelling interschool and recreational sports each Wednesday Transport to Inter-house swimming carnival. Transport to District/Regional Athletic Carnivals
Student Planner	Student planner specially produced for the school that includes tips on how to study and information on school policies and procedures.
Instrumental Music	Sheet Music Annual service costs for instruments.

The resource fee includes \$45 technology charge.

Please Note: All students studying Instrumental Music and Extension / Excellence Programs are required to pay a Subject Charge to support consumables and subsidise some events / excursions.

The Government Resource Allowance supports the scheme. These Allowances are \$125.00 per year for students in years 7-10 and \$271.00 for those in senior years. This money is paid directly to the school.

The following conditions apply to the Scheme:

- Students will supply their own personal requirements – as outlined in the stationery list provided by the end of 2017 ;
- Books issued to students as individual books or as class sets are to be kept in good condition;
- Photocopied resources supplied to students will not be replaced if lost without a cost;
- Students are responsible for the full cost of books that are negligently damaged or lost before any further issue is made;
- The office should be immediately notified of the loss of any textbook;
- All textbooks provided under the Scheme remain the property of the Scheme and must be returned when a student leaves or at the end of the school year;
- Students cannot be issued with textbooks or Resources until a deposit of \$50.00 has been paid and a payment agreement is in place or Centrelink payment plan processed
- If a student starts at the school after first term, the fee is reduced on a pro-rata basis;
- If a student, who has paid the charge, leaves the school, a pro-rata refund will be made upon request. The refund is based on the full charge that is, government Allowance and parent/caregiver charge, less the cost of consumed materials, other outstanding charges and/or the cost of replacing lost or damaged textbooks. The school's application for refund must be signed and returned to the school before a refund can be made;

Items not included within the scheme are:

- Personal stationery
- Consumable items e.g. computer disks
- School excursions, activities and camps

Books and resources provided under the scheme cannot be issued to students whose parents/caregivers choose not to participate. Computer facilities must be used in accordance with the Computer Use Policy. Internet use is only available to those students who have returned a signed Internet Access Agreement.

Participation is voluntary and parents/caregivers who do not wish to participate in the scheme should inform the school office. It should be noted that they are expected to provide all necessary textbooks and resources for their students. Lists of necessary requirements may be obtained from the Sunnytext office.

For non-members of the scheme, a fee of \$185 for junior and \$235 for seniors will apply to cover the cost of consumables, class workbooks and worksheets including teacher prepared resources, art/craft supplies, cooking materials, manual arts materials, Student Planner, initial computer/printing, student ID card, school events and functions and library resources. Those parents who do not participate in the scheme will receive the Government Resource Allowance through the school.

The Scheme provides each student with a Student ID card and School diary. Replacement of either of these items for whatever reason will incur a cost of \$8.00 for ID card and \$12.00 for a School D



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 authorised or required by law to make the disclosure.

Participation

- I wish to participate in the Student Resource Scheme in 2018. 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.
- I do not wish to participate in the Student Resource Scheme in 2018. I have read and understand the Terms and Conditions of the scheme (on following page) 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.

Student Given Name	Student Surname	Yr Level	Participation Fee
1.			\$
2.			\$
3.			\$
4.			\$
5.			\$
Total			\$

Parent/Person responsible for fees-Details

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

Payment Arrangement

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

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:

Centrelink Deduction* EFT EFTPOS Credit/Debit Card Cheque Cash *

* Payment by Centrelink deduction can be arranged through the school administration.

**Payment by EFT can be made to the school bank account BSB: 064-162 Account Number: 00090019 .
To ensure correct identification of the payment, please ensure that the EFT payment reference clearly includes the STUDENT NUMBER, along with the characters SRS, e.g. 001461SRS.

