



GREENLANDS STATE SCHOOL

Student Resource Scheme Annual Parent Information Letter

Dear Parents/Guardians,

This letter contains important information about the **2023 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, Greenlands State School operates a SRS for 2023.

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 at the meeting held on 6/09/2022

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 **18/11/2022**, 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.

NOTE: You will not be invoiced for the 2023 payment until the beginning of the 2023 school year.

Resource Inclusions

All resources included in the SRS will be detailed in a [SRS Resource list](#). This list will be available on the school's website. This will be 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, laptops).
 - 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 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 fee determined by the subjects selected by the individual student.

Please refer to the [SRS Resource list](#) for the associated costings.

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 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 (<https://ppr.qed.qld.gov.au/pp/debt-management-procedure>).

Payment Method

SRS payments can be made by [Bank Transfer](#) or [Cash](#).

- When paying by Bank Transfer, please use the Customer Reference Number (CRN) and invoice number printed on the invoice received from the school. If unsure of the CRN, please contact the school.

For all queries regarding the SRS and its inclusions, please contact and arrange an appointment with **Amanda Austin**.

Please complete the SRS Fee Payment Arrangement Form and return to the school administration office by 18/11/2022. You do not need to pay your SRS until 2023.



GREENLANDS STATE SCHOOL

SRS Fee Payment Arrangement Form

Section 1: Student Details

Student Name	
Student ID	
Year Level	

Section 2: SRS Category

SRS Category	SRS Fee Payable	Option Selected
Curriculum Resources – 1 child	\$60	<input type="checkbox"/>
Curriculum Resources – 2 children	\$100	<input type="checkbox"/>
Curriculum Resources – 3 children	\$150	<input type="checkbox"/>
Curriculum Resources – 4 children	\$190	<input type="checkbox"/>

Section 3: Payment Arrangement

Please select the preferred payment options:

Payment options	Instalments	Amounts	Option Selected
1. A single payment for the full year's fee	Instalment 1:	\$	<input type="checkbox"/>
2. Term instalments (paid over the first 3 terms)	Instalment 1:	\$	<input type="checkbox"/>
	Instalment 2:	\$	
	Instalment 3:	\$	
3. An instalment plan as negotiated with the school		\$	<input type="checkbox"/>

Section 4: Return of the Participation Form

Parents are reminded to complete and return the SRS Participation Agreement Form when joining the scheme for the first time or opting in/out during the student's enrolment.

Have you completed and returned the SRS Participation Agreement Form? Yes No

Please note if you choose to opt out of the SRS, you are still required to complete and return the Participation Agreement Form.

Section 5: Parent Signature

Parent Name	
Parent Signature	
Date	

