



Kelvin Grove State College

The Pursuit of Excellence With All Our Might

Student Resource Scheme 2017

| | Prep | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 | Year 12 |
|-------------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|---------|---------|
| Fees | \$140 | \$140 | \$140 | \$140 | \$140 | \$140 | \$305 | \$355* | \$355* | \$355* | \$390* | \$390* | \$340 |

*Includes BYOx Program

ADMINISTRATION FEE - \$50

New students enrolling in 2017 at Kelvin Grove State College will be charged an enrolment fee of \$50.00. This applies to successful enrolments only, including Prep – Year 12. The fee covers administration costs.

STUDENT RESOURCE SCHEME

The Student Resource Scheme has been implemented in this College to ensure that all students have the necessary resources to support their educational requirements. It is also intended as a convenience to parents/caregivers to provide a more economical option to purchasing new textbooks, resources and consumables each year.

Contribution to the scheme is voluntary. Parents/Caregivers are under no obligation to join, however, they will need to provide all necessary textbooks and purchase and/or pay for resources for the students if they elect not to join the scheme.

The Student Resource Scheme operates at this College under the policy and guidelines of the Department of Education and Training (DET). The Kelvin Grove State College Parents' and Citizens' Association supports and authorises the Student Resource Scheme at the October meeting. Parents wishing to take advantage of the resources and services provided by the scheme pay an annual flat fee as well as any individual subject charges and fees to participate in Excellence programs. Any payment made overrides the need to enter into a written agreement by signing the attached participation form.

BENEFITS OF PARTICIPATING IN THE SCHEME

Students participating in the Student Resource Scheme will be provided with all textbooks required for each subject. Students participating will also receive many resources and materials required in the course of their studies.

The scheme does not cover students' personal requisites such as stationery and writing materials. Resources not covered under the Student Resource Scheme are included in the Stationery Pack information available on line from 1 December on the College website.

GOVERNMENT TEXTBOOK ALLOWANCE

Every eligible student in Year 7 to 12 only at Kelvin Grove State College receives financial assistance from DET to offset the costs of textbooks and resources. This assistance is provided to the College once per year in the form of a Textbook and Resources Allowance. The school retains this allowance to offset the costs to the parents as detailed in the Fees area.

Some subjects studied attract an additional fee. These subjects and their charges are listed on a separate page.

L'Estrange Terrace, Kelvin Grove Qld, 4059

Students enrolling in the Brisbane School of Distance Education or in TAFE courses are required to meet any costs involved with this enrolment.

There are a number of options for making payment of the participation fees.

- BPOINT. (School CRN 2409000044793) Invoice number and name required.
- In person by EFTPOS, cash or cheque at the Sub Shop which is located in the Middle School.
- Over the telephone using MasterCard or Visa. Please note the College does not accept American Express cards
- Direct deposit in to the college bank account. If using this option please ensure your student's ID number and name are used to allow staff to allocate the payment correctly.
BSB: 064157 Account: 10000544 - In the reference area ensure you identify Your Surname, Initial and student EQ ID and an abbreviation of the activity. Eg: Smith B 0583736254H Camp

Information regarding the opening hours for the Sub Shop in 2017 is included on our website.

It is understood that some families can experience financial difficulties. Parents/caregivers in these circumstances are urged to contact the Sub Shop staff to discuss individual payment options. All discussions will remain confidential.

Where students enrol after the commencement of first term, the fees will be reduced on a pro-rata basis. The calculation will be based on a 40 week school year. The full cost of the ID Card, Homework Diary and College Journal (Middle and Senior School only) will be payable.

Please note that the school, with the approval of the P&C, reserves the right to review and amend fees at any time.

NON-PAYMENT OF FEES

The school operates the Student Resource Scheme to benefit all eligible students. It is not viable for the school to provide this service if fees are outstanding. It is for this reason that students may be refused entry into the scheme if fees are outstanding from the previous year/s.

Students with outstanding fees may be denied the opportunity to participate in non-compulsory school activities. Students will not be provided with resources until any outstanding fees from previous year/s have been paid.

PRO RATA REFUNDS

Students leaving school or transferring to another will be entitled, after receipt of a written request, to a pro-rata refund of any fees paid to the school and the Textbook and Resources Allowance. The pro-rata calculation is based on a 40 week school year. Costs for the ID Card, Homework Diary and replacing any lost or damaged resources will be deducted from the refund. A cheque or an EFT will be issued to the parent/caregiver within one month of the school being notified the student has left and all outstanding textbooks are returned.

ACTION REQUIRED:

- Please make payment or complete the Student Resource Scheme Agreement Form 2017 and return to the Sub Shop by 31 January 2017
- Invoices for the year level fee will be emailed prior to the commencement of school. To ensure your student is able to access all textbooks (if applicable) and resources, payment must be made at the Sub Shop before the 31 January 2017
- Invoices for individual subject charges will be processed as soon as possible in 2017. Prompt payment on receipt of the invoices is appreciated.

Subject Charges 2017

JUNIOR SCHOOL - PREP TO YEAR 5

| SUBJECT | CHARGE |
|-----------------------|-----------|
| Year 5 High Achievers | \$130.00 |
| Instrumental Music | \$155.00* |

MIDDLE SCHOOL - YEARS 6 TO 9

| SUBJECT | CHARGE |
|--------------------------------------------|----------|
| Year 6 High Achievers | \$130.00 |
| Years 7, 8 & 9 Academic Achievers | \$100.00 |
| Year 8 Technology and Design | \$40.00 |
| Years 8 & 9 Languages – Japanese & Italian | \$20.00 |

| SUBJECT | CHARGE |
|---------------------------------|---------|
| Year 9 Technology and Design | \$40.00 |
| Year 9 CAD | \$10.00 |
| Year 9 Art | \$20.00 |
| Years 7, 8 & 9 Music Excellence | \$95.00 |

SENIOR SCHOOL - YEARS 10 TO 12

| SUBJECT | CHARGE |
|----------------------------------------------------------------------------------------|----------------------|
| TECHNOLOGY & DESIGN AND HOME ECONOMICS | |
| Year 10 Foundation Graphics / CAD | \$10.00 |
| Year 10 Electronics | \$50.00 |
| Year 10 Industrial skills – metal work | \$45.00 |
| Year 10 Industrial skills – furnishing | \$50.00 |
| Years 11 & 12 Graphics / CAD | \$10.00 |
| Years 11 & 12 Manufacturing – furnishing | \$95.00 |
| Home Economics Cert II in Hospitality (for RTO – Metropolitan Skills Training Unit) | \$80.00 |
| PERFORMING ARTS | |
| Extension Music | \$40.00 |
| Music Studies | \$40.00 |
| Years 11 & 12 Drama | \$30.00 per semester |
| Years 11 & 12 Drama Studies | \$30.00 per semester |
| HEALTH & PHYSICAL EDUCATION | |
| Health & Physical Education (Green Fees Golf) | \$50.00 |
| LANGUAGES | |
| Years 10, 11 & 12 Languages – Japanese & Italian | \$20.00 |

| SUBJECT | CHARGE |
|--------------------------------------------------|-----------------------------------------|
| INSTRUMENTAL MUSIC | |
| Instrumental Music | \$155.00* |
| ART | |
| Year 10 Art | \$20.00 |
| Year 10 New Imaging | \$50 (2 semesters) \$30 (1 semester) |
| Year 10 Fashion | \$25.00 |
| Years 10, 11 & 12 Media | \$20.00 |
| Years 10, 11 & 12 Design | \$30.00 |
| Years 11 & 12 Fashion | \$50.00 |
| Year 11 Art | \$50.00 |
| Years 11 & 12 Multi Media | \$30.00 |
| Year 12 Art | \$30.00 |
| Year 12 New imaging | \$30.00 |
| Year 12 Photography | \$85.00 |
| MATHS | |
| Years 11 & 12 Maths B Scientific Calculator hire | \$50.00 |

* Instrumental Hire: Percussion \$50, other instruments \$100. These will be invoiced separately at a later date.

EXCELLENCE PROGRAMS

| PROGRAM | CHARGE |
|--------------------------|---------|
| Tennis | |
| Years 4 - 6 | \$1,380 |
| Years 7 - 9 | \$3,350 |
| Years 8 & 9 Tournament | \$4,300 |
| Year 10 | \$4,220 |
| Years 11 & 12 | \$3,950 |
| Years 10 - 12 Tournament | \$4,900 |
| Bond | \$250 |
| Football | |
| Year 6 | \$300 |
| Year 7 | \$900 |
| Years 8 & 9 | \$1200 |
| Years 10 - 12 | \$1,450 |
| Bond | \$250 |
| Golf | |
| Senior Students | \$5,400 |
| Development | \$2,850 |
| Junior Sharks | \$500 |
| Bond | \$250 |
| Volleyball | |
| Year 6 | \$500 |
| Years 7 – 9 | \$900 |
| Years 10 – 12 | \$1100 |

| PROGRAM | CHARGE |
|----------------------------|---------|
| Art & Design | |
| Years 7 & 8 | \$50 |
| Years 10 - 12 | \$350 |
| Dance | |
| QB SP Year 1 | \$8,945 |
| QB SP Year 2 | \$7,945 |
| Year 10 QB SP | \$5,570 |
| Bond 11 & 12 | \$1,000 |
| Bond 10 | \$500 |
| Years 7 - 9 KG Dance | \$1,950 |
| Years 3 - 6 KG Dance | \$500 |
| Music | |
| Taiko | \$200 |
| Music Excellence | \$95 |
| English Exceleation | |
| | \$500 |

| Participation |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The scheme is designed to offset the cost to you of the provision of educational resources associated with your child's education. These resources enhance your child's educational experience and assist them to fully engage with the curriculum. The scheme may be split into two components:</p> <ol style="list-style-type: none"> 1. a whole of school component which is common to all students depending on their year level; and 2. specific goods and services consumed by your child which are related to individual subjects undertaken by your child <p><input type="checkbox"/> Yes I wish to participate in the Student Resource Scheme in 2017. 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.</p> <p><input type="checkbox"/> No I do not wish to participate in the Student Resource Scheme in 2017. I have read and understand the Terms and Conditions of the scheme (see reverse) and agree to abide by them, particularly paragraphs 12 and 38.</p> |

Please refer to the accompanying *Student Resource Scheme Information for 2017* for fee details.

| Student Given Name | Student Surname | Yr Level | Fee |
|--------------------|-----------------|----------|-----|
| 1. | | | \$ |
| 2. | | | \$ |
| 3. | | | \$ |
| 4. | | | \$ |
| Total | | | \$ |

| Parent Details | | | |
|--------------------------|--|--|--------------|
| Name: | | | |
| Parent Signature: | | | Date: |

| Payment Arrangement |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><input type="checkbox"/> Now: I wish to make full payment now as a single payment of the total amount above.</p> <p><input type="checkbox"/> Instalments: I wish to make instalment payments as negotiated with the school.</p> <p>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. I understand my student will not be permitted to participate in optional school activities if my payment arrangement falls into arrears.</p> |

School Use Only: negotiated instalments approved: _____ Position: _____

| Payment Method |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>I wish to make payment by:</p> <p style="text-align: center;"> <input type="checkbox"/> BPOINT* <input type="checkbox"/> EFTPOS (Credit/Debit Card) <input type="checkbox"/> Cheque <input type="checkbox"/> Cash <input type="checkbox"/> Direct Deposit** </p> <p>* Online through BPOINT When paying by BPOINT, please use the Customer Reference Number (CRN) and invoice number printed on the invoice received from the school. School CRN: 2409000044793.</p> <p>** Please refer to the Student Resource Scheme Information for 2017 for the account details.</p> |

Privacy Statement

The Department of Education and Training, 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 and Training is authorised or required by law to make the disclosure.

Purpose of the Scheme

1. In accordance with the *Education (General Provisions) Act 2006*, 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.
2. Parents are directly responsible for providing textbooks and other personal resources for their children while attending school. In recognition that these costs can be high, the school operates a Student Resource Scheme (the "scheme") that enables a parent to enter into an agreement with the school that, for a specified annual participation fee, provides for the temporary use by the student of prescribed textbooks and/or other resources, and/or the purchase of consumables and materials for the student.
3. A Student Resource Scheme is separate to and distinct from a request for a voluntary financial contribution.

Benefits of the Scheme

4. The purpose of the scheme is to provide the parent with a cost effective alternative to purchasing textbooks and/or resources elsewhere, through reduced prices gained from the school's bulk purchasing practices.
5. The scheme also ensures that students have consistent personal resources for their education, and saves the parent time and money in sourcing the prescribed materials elsewhere.
6. The scheme is not used to raise funds for other purposes, and revenue collected through the scheme is applied only to the operation of the scheme.

Participation in the Scheme

7. Participation in the scheme is voluntary, and there is no obligation on a parent to participate in the scheme. A parent's decision to participate or not is based on consideration of the value afforded to them by the scheme.
8. The completed and signed Participation Agreement Form should be returned to the school by the advertised date to indicate participation or non-participation in the scheme.
9. If a parent chooses to participate in the scheme and completes the Participation Agreement Form, a fee will be due and payable by the parent for the items provided by the scheme to the student.
10. Payment of the participation fee is a requirement for continued participation in the scheme. An unpaid fee will be subject to the school's debt collection processes.
11. A parent who does not wish to participate in the student resource scheme shall inform the school by completing the Participation Agreement Form and returning it to the Administration Office. Arrangements will be made for the parents of students in Years 7 to 12 or of secondary education age to be paid the value of the Textbook and Resource Allowance for each of their eligible children.
12. A parent who chooses not to participate in the scheme is responsible for providing the student with all items that would otherwise be provided to the student by the scheme as detailed on the *Year Level Requirements List* and/or *Subject Requirements List*, to enable the student to engage with the curriculum.

Parents and Citizens' Association Support of the Scheme

13. The operation of the Student Resource Scheme is discussed annually at a meeting of the Parents and Citizens' Association. Parents are extended an invitation to attend this meeting and provided with an opportunity to express their opinions. A vote is taken at this meeting on supporting the operation of the scheme.

Textbook and Resource Allowance

14. The Queensland Government provides financial assistance to parents of students in Years 7 to 12 or of secondary education age, attending State and approved non-State schools, to offset the costs of textbooks and other resources. Assistance is provided in the form of a Textbook and Resource Allowance which is paid once a calendar year through the school. Parents have the option to receive the allowance directly from the school or as an offset of fees associated with participation in the school's Student Resource Scheme. This option is made available to each parent annually by the school. Current allowance rates are available from <http://education.qld.gov.au/finance/grants/fund/garp/html/par-stu.html>

Payment Arrangements

15. Payment of the participation fee may be made by EFTPOS (Debit Card; MasterCard; Visa; American Express where accepted by the school), cheque, or cash.
16. 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.
17. When paying by BPOINT, please use the Customer Reference Number (CRN) and invoice number printed on the invoice received from the school. If unsure of your CRN, please contact the school.

18. Payment of the participation fee may be made in whole or by instalment as indicated on the Participation Agreement Form or for another amount as approved by the Principal.
19. For payments made in person by cash, cheque or credit/debit card, a receipt will be provided to the payer. Where payments are received by other methods, a receipt will be provided on request. All receipts and documentation on the scheme should be retained by the parent for future reference and possible taxation purposes.

Parent Experiencing Financial Difficulties

20. A parent wishing to participate in the Student Resource Scheme and experiencing financial hardship is encouraged to contact the principal to discuss how their financial obligations can be met throughout the school year, or to negotiate alternative arrangements that may be available to accommodate their individual circumstances. Centrelink deduction is a payment option offered by the school. All discussions will be held in the strictest confidence.
21. The onus of proof of being so affected is on the parent, and might include a current Health Care Card or other evidence to establish financial hardship.
22. Any concessions given to the participation fee will be at the discretion of the Principal.

Terms and Conditions of Participation in the Scheme

23. Payment of the prescribed fee implies acceptance of the Student Resource Scheme including the Terms and Conditions irrespective of whether or not the signed form has been returned.
24. For the purposes of the scheme, where a student is living independent of his/her parents, reference in the terms and conditions to "parent" is a reference to the independent student.
25. Where a parent chooses to join the scheme and completes a Participation Agreement Form, an annual participation fee will be due and payable by the parent to the Student Resource Scheme.
26. In return for payment of the participation fee, the scheme will provide the participating student with textbooks and/or resources, consumables and materials as listed on the *Year Level Requirements List* and/or *Subject Requirements List* as being provided by the scheme, when due for the student's use.
27. Payment of the participation fee is to be made according to the payment arrangement option indicated by the parent on the Participation Agreement Form, or as otherwise approved by the Principal.
28. Non-payment of the participation fee by the designated payment date(s) will generate a reminder notice to the parent from the school at intervals of 30 days overdue and 60 days overdue. The Principal may thereafter undertake debt recovery action for the overdue participation fee including, where warranted, referral to an external debt collection agency. This may result in extra costs being incurred by the parent.
29. Without limiting any other action the Principal may take in accordance with these terms and conditions, subject to 26 above, the Principal may withdraw a student's participation in the scheme due to non-payment of a participation fee, and/or may require the return of items provided by the scheme for the temporary use of the student, and/or may withhold the giving of any further items under the scheme until the debt is paid.
30. The Principal may refuse to admit a student to the scheme where participation fees are overdue from the previous year's scheme.
31. Where participation fees are overdue, the Principal has the discretion to exclude a student from an optional school activity.
32. The scheme provides the entire package for the specified participation fee, and is not available in parts unless specifically provided for by the school in the fee structure.
33. All textbooks and resources provided for temporary use by the scheme remain the property of the scheme and shall be returned at the end of the course or school year or when the student leaves the school, whichever is the earlier. Where an item is not returned, the parent will be responsible for payment to the scheme of the replacement cost of the item. Failure to make payment may result in debt recovery action being undertaken.
34. Textbooks and other resources provided for temporary student use by the scheme shall be kept in good condition by the student. The school Administration Office shall be notified immediately of the loss or negligent damage to any issued item. Where an issued item is lost or negligently damaged, parents will be responsible for payment to the scheme of the replacement cost of the item. Failure to make payment may result in debt recovery action being undertaken.
35. The parent is responsible for supplying the student with any additional student materials that are not provided by the Student Resource Scheme, as indicated on the *Year Level Requirements List* and/or *Subject Requirements List* or otherwise advised by the school.
36. If a student enters the scheme after the first week of school, a pro-rata participation fee will apply, calculated on a 40-week school year basis.
37. If a student, having paid a participation fee, leaves the school through the year, a pro-rata refund will be made to the parent, calculated on the participation fee paid, less the cost of consumed materials and the replacement cost of scheme items that are lost or negligently damaged or not returned, plus the pro-rata Textbook and Resource Allowance calculated on a 40-week school year basis.
38. As the scheme operates for the benefit of participating parents and is funded solely from participation fees, resources provided by the scheme will not be issued to students whose parents choose not to participate in the scheme.

| | | | | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|---------------------------------|--|--|--|---------------------|--|
| <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa | | | | | | | | | | | |
| Card Number: | | | | | | | | | | Expiry Date: | |
| For <input type="checkbox"/> an amount of \$_____ (total above) or <input type="checkbox"/> \$_____ on the first school day of the first three terms (equal instalment payments of the above amount), or <input type="checkbox"/> in accordance with the negotiated Payment Arrangement completed above. | | | | | | | | | | | |
| Name of cardholder as it appears on the card: | | | | | | Signature of Cardholder: | | | | | |