ADDITIONAL INFORMATION

PAYMENT

♦ Families are asked to calculate their contribution for their student on the attached Student Resource Scheme Participation Agreement Form
♦ Lump sum payment is due by the end of February each year.
♦ Please note that the government cheque is taken into account in the calculation.

Full Payment

♦ If you choose to participate in the scheme, please submit the signed Participation agreement form to the school and payment can be made by cash, visa/MasterCard/EFTPOS or cheque made payable to Harristown State High School. Full payment is due by the end of February each year

Payment by Instalments

♦ The Parents and Citizens’ Association provides for payments by instalments. That is, payments made at the beginning of each term one, two and three. All instalment payments must be finalised by the end of Term Three each year.

Parent/carers experiencing financial difficulty

♦ Parent/carers wishing to join the scheme but who are having financial difficulties are asked to contact the school Business Manager, Elaine Fickling on (07) 4636 8724 so that special arrangements can be negotiated. All discussion will be held in confidence.

Chaplaincy (Additional Voluntary)

♦ Contribution - $20 (tax deductible)
  - payable directly to P&C Association for a receipt

If you are in any doubt as to the benefits, value and effectiveness of this outstanding P & C initiative, please do not hesitate to contact the school.

I am confident that the educational opportunities at Harristown State High School are first class and I look forward to meeting with each of you personally.

John Gietzel
P & C President
STUDENT RESOURCE SCHEME
Harristown State High School wishes to invite you to participate in our Student Resource Scheme. The Parents and Citizens’ Association has been successfully operating the scheme for more than 20 years. Parent/carers are advised that participation in the scheme is entirely voluntary. The continuation of this scheme is approved at the P&C Association meeting in the previous year.

OBJECTIVES
The objectives of this Parents and Citizens’ Association initiative are to:
- provide financial assistance to parent/carers by reducing the cost for the purchase of textbooks and resources for the education of their secondary student;
- provide a framework for the operation of a voluntary, cooperative Student Resource Scheme in order to maximise the benefits to parent/carers, students and the school community;
- provide a framework for the operation of the levy scheme to assist the school to enhance resources available for student learning, recreation and comfort.

OUTCOMES
- reduce cost to parent/carers;
- increase resources available to students;
- increase learning opportunities for students;
- reduce the demands upon parent/carers for additional services.

STUDENT RESOURCE SCHEME ARRANGEMENTS
Harristown State High School P & C Association’s Student Resource Scheme is one which:
1. does not require parent/carers to purchase textbooks and other indicated resources;
2. applies to students whose parent/carers have elected to participate;
3. has the contributions to the scheme fully audited, costed and ratified annually by our school finance committee and the P & C.

The resources provided include:
Section A:
- prescribed textbooks for each subject studied which are distributed to students for full year use. (A list of textbooks with relevant prices is available on request. Please note that not all texts are available from local booksellers.)

Section B:
- class sets of books
- DVD and video tapes (class resources)
- other student reference books (eg. a novel that may be given to students for six weeks)
- additional computer software

Section C:
- photocopied workbooks/worksheets
- additional materials required for subjects such as Manual Arts, Home Economics, Agricultural Science, Dance, Drama, Music, Art, Vocational Education etc (in excess of materials provided by school grants)
- student diary
- student ID card (with photo) for external and internal use
- transport to swimming and cross country
- print resources e.g. assignments etc.

CONDITIONS
- students will supply their own personal requirements – as outlined in the materials list:
  - the SRS books issued to students must be kept in good condition;
  - students will be responsible for replacement of lost or negligently damaged books;
  - the parent/student should immediately notify the school of the loss of any textbook;
  - all textbooks provided under the scheme remain the property of the scheme and must be returned at the end of each year or when the student leaves the school;
  - books and resources provided under the scheme can not be issued to students whose parent/carers choose not to participate;
  - the Government Textbook Allowance and Parent Contribution calculation is based on the number of weeks the student attends school
  - the Principal may, at his discretion, refuse to admit any student to the scheme if there are any outstanding charges owing.

- participation in the hire scheme maybe terminated and hired textbooks and resources retrieved where the parent/carer has made no attempt to make payment, and no satisfactory arrangements for payment have been made.

- previous years outstanding fees remain current until all are paid in full
- textbook and resources will be withheld from the student until the participation agreement form has been completed, signed and returned to the school
- if, at any time your Primary Parent/Carer status changes for a student, you MUST call the school and request a Change of Student Details form to be completed, signed and returned by yourself.

NON PARTICIPATION: will incur a charge for all the items listed in sections B & C above as these are specifically supplied by the school. Parents/Carers are responsible for the purchase of textbooks and items listed in the materials list.

REFUNDS
- if a student leaves the school having paid the charge, a pro rata refund will be processed. The refund is based on the full amount of both the government allowance and the parent/carers contribution, less the cost of the consumed materials and/or the cost of replacing lost or damaged textbooks;
- parent/carers of students who change or leave this school during the year are reminded that it is their responsibility to apply for a refund
- call the school to check your entitlement to a refund and sign the form.
- Change of additional subjects Yrs 11 and 12 – change from one additional subject to another – the full price of the new additional subject applies; change to an additional subject part way through the year – 75% of the additional cost applies; change out of an additional subject with no additional subject selected will incur a pro rata costs based on the number of terms
- studying the additional subject.