



YEARS 7 – 10

2019 SCHEDULE

OF FEES

Marsden State High School

INCLUDED:

- 2019 Student Resource Scheme
- Elective Subject Fees
- ITD Fees
- Excellence Programs
- Bring Your Own Device

PLEASE READ THIS DOCUMENT CAREFULLY AS IT CONTAINS
IMPORTANT FINANCIAL INFORMATION

2019 STUDENT RESOURCE SCHEME TERMS AND CONDITIONS

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 non-participation in the scheme.
9. If a parent chooses to participate in the scheme 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/parstu.html>

Payment Arrangements

15. Payment of the participation fee may be made by EFTPOS (Debit Card; MasterCard; Visa), cheque, or cash.
16. For payment made by direct deposit (EFT) to the bank account indicated on the front of the form, please ensure that the payment reference includes the reference as indicated on the front of this form. The acknowledgement from your financial institution of the successful electronic transfer of funds should be retained as your record of payment.
17. 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.
18. 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

19. 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. Centrepay deduction is a payment option offered by the school. All discussions will be held in the strictest confidence.
20. 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.
21. Any concessions given to the participation fee will be at the discretion of the Principal.

Terms and Conditions of Participation in the Scheme

22. 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.
23. Where a parent chooses to join the scheme, an annual participation fee will be due and payable by the parent to the Student Resource Scheme.
24. 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.
25. 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.
26. Non-payment of the participation fee by the designated payment date(s) will generate a reminder notice to the parent/carer 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.
27. 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.
28. The Principal may refuse to admit a student to the scheme where participation fees are overdue from the previous year's scheme.
29. Where participation fees are overdue, the Principal has the discretion to exclude a student from an optional extra curricula school activity.
30. 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.
31. 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.
32. 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.
33. 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.
34. 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.
35. 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.
36. 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.

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.

2019 Student Resource Scheme

Whilst the cost of providing instruction, administration and facilities for the education of a student at a state school is met by the State, parents are directly responsible for providing their student with other resources for the student's use whilst attending school.

Through the Textbook and Resource Allowance the Government provides funding for parents (paid directly to the school) which provides for the temporary use of prescribed text books. In addition to this Marsden State High School has chosen to provide parents with a cost effective alternative to purchasing resources, consumables and other materials to ensure your student is able to engage with the curriculum.

Participation in the Scheme is voluntary and **no obligation** is placed on a parent to participate. A parent who does not wish to participate in the Scheme will be responsible for providing the items included on the resource list so their student can engage fully with the curriculum. **If you decide not to participate an appointment will be made with the principal or delegate to discuss provision of resources for your student.**

Supplied under the Student Resource Scheme (SRS):	
Textbooks, in class sets of atlas, dictionary, plays, novels and e-books supplied to all year levels 7-10 regardless of subject selection	\$127
Core Curriculum Learning Resources (ie. science consumables, literacy & numeracy programs in excess of that provided by the Department)	\$60
Reproduced class worksheets and teacher prepared materials which compliment and/or substitute for textbooks.	\$40
Technology (software licences, ICT Support, software, digital projectors and internet access in excess of that provided by the Department)	\$20
Access to subject area specific resources and equipment where the core curriculum is extended through the provision of practical learning experiences and materials. Includes stationery items not provided by students.	\$50
Student ID / Printing card	\$10
Marsden SHS Student Planner	\$15
Administration of the Student Resource Scheme	\$5
Sub Total	\$327
Less Credit for Textbook & Resource Allowance	-\$127
Total:	\$200

*Please note: any student not participating in the Student Resource Scheme will **not** be entitled to keep practical projects and/or assignments completed at school using materials purchased by the school as part of the Scheme.*

School Policy, endorsed by the P&C, is that prior to any non-compulsory school activity such as excursions, competitions, performances, camps, senior jerseys, formals or sporting activities that all fees be paid or an approved payment arrangement entered into.

Participation in the Student Resource Scheme will be assumed if written notice of non-participation is not received. Please return the Participation Agreement Form to the payment office if you **do not** wish to participate and an appointment will be made with the principal or delegate to discuss provision of resources for your student.

A discount of \$50 per student is available if fees are paid in full before Friday 1 March 2019.

Important information regarding Student Planners and ID/Printing cards:

As part of the @Marsden.i policy all Students at Marsden are required to carry their Student Planner and Printing Card with them at all times.

If a parent decides not to participate in the SRS it is a requirement that these resources are purchased separately at an initial cost of \$25 for both. If Planners and Printing Cards are lost, stolen or damaged, replacements are available to purchase at a cost of \$20 for Planners and \$15 for Printing Cards. Planners and ID cards are available from the Payment Office.

Families experiencing genuine financial hardship are encouraged to contact the Finance Office on 3299 0555 to discuss payment options that may be available to accommodate their circumstances. Onus of proof of being so affected is on the parent.

Covered under the Queensland Government Textbook and Resource Allowance (this allowance is paid directly to the school by the Department and credited to your SRS):

- ✓ Access to subject specific teaching kits, DVD's and other reference material
- ✓ Use of in class sets (*Atlas, Dictionary, textbooks etc.*)
- ✓ All textbooks and other resources on loan as required
- ✓ Short term loans for all plays, novels or e-books
- ✓ Use of reference materials including audio, video and electronic

All items provided for temporary student use by the SRS or the Textbook Allowance remain the property of Marsden State High School and shall be returned at the end of the education program or school year, or when the student leaves the school. Items provided for temporary student use shall be kept in good condition by the student. Where an issued item is lost or negligently damaged or not returned, the parent will be invoiced and required to pay the replacement cost of the item.

PLEASE NOTE: STUDENT RESOURCE SCHEME FEES DO NOT INCLUDE ANY OF THE FOLLOWING
• INTERSCHOOL SPORT
• SPORT, ARTS OR ACADEMIC EXCELLENCE PROGRAMS
• INDUSTRIAL TECHNOLOGY & DESIGN CHARGES
• EXCURSIONS
• EXTRA CURRICULAR ACTIVITIES
• ITEMS LISTED ON THE BOOKLIST
• ANY EXTERNAL STUDIES (EXAMPLE - CERT III)
<i>THESE ARE ALL OPTIONAL EXTRAS AND WILL BE INVOICED SEPARATELY AS REQUIRED</i>

If you opt for Option 2: Payment of Student Resource Scheme in instalments - payments are due as follows:

- 1st Instalment: \$50 deposit of SRS Fees due by Friday 1 March 2019
- 2nd Instalment: \$50 payment due by Friday 5 April 2019
- 3rd Instalment: \$50 payment due by Friday 31 May 2019
- 4th Instalment: \$50 final payment due by Friday 28 June 2019

Please note that fees must be paid **in full** by Friday 1 March to receive the \$50 discount. Discounts will not be available on Centrepay or payment plans.

ELECTIVE SUBJECT FEES

To ensure that quality and extensive choices are available to all students at a reasonable and affordable cost to parents, Marsden SHS does not charge additional fees for electives except for IDT subjects. Any student participating in Engineering, Construction or Automotive subjects must provide their own steel cap boots and a hi-vis shirt. See next page for full list of charges for practical IDT lessons.

EXCEPTIONAL LEARNERS PROGRAM (ELP)

One of the benefits of being part of our ELP program is that your student is provided with a laptop device for use at school and home. To cover the cost of insurance and network connection, a technology levy of \$100 per year will be invoiced to all students. Payment of this levy must be made before a device is issued.

SPORTS EXCELLENCE PROGRAM

Students wishing to be considered for enrolment in Marsden's Sports Excellence Program will be required to pay a **non-refundable** confirmation fee of \$60 which, upon attendance will be deducted from the Program's contribution Fee (as listed below). This contribution fee covers most competition entries, bus travel for away games, elite training days and Strength & Conditioning sessions in our on-site gym. These fees must be paid in full by the end of semester 1. Dancers/Players Training Kits are available to purchase from our uniform shop. Please note: These fees are in addition to the Student Resource Scheme.

Sports Excellence Program	Fee **	Please Tick
Enrolment Confirmation Fee *	\$60	
Rugby League Excellence (Interschool Competition)	\$	
Rugby League Excellence (Broncos Cup)	\$120	
Football (Soccer) Excellence	\$100	
Basketball Excellence	\$70	
Girls Rugby League Excellence	\$110	
Dance – Elite Contemporary/Hip Hop	\$100	
Dance – Developing Contemporary	\$40	
Dance – Jazz Troupe	\$40	
Music	\$100	

*Deducted from participation fee on attendance.

INDUSTRIAL TECHNOLOGY & DESIGN SUBJECT FEES

Due to the resource requirements of these subjects, a cost recovery fee is charged for IDT subjects for all year levels. Students undertaking Engineering, Construction or Automotive subjects **MUST** provide their own steel cap boots and the appropriate hi-vis shirt.

IDT Class	Fee	Please Tick
Year 7	\$10	
Year 8	\$15	
Year 9 TTT	\$35	
Year 9 TMT	\$30	
Year 10 TTT	\$50	
Year 10 TMT	\$35	
Year 10 VMS	\$80	

BYOD @ Marsden

Marsden State High School believes in preparing students for a 21st century society that is constantly evolving, particularly through the development of technology. Developing competent and confident users of technology is critical to our students' participation and engagement in this world. As we continue to develop the schools technology resources we also encourage and value the need for students to be familiar and comfortable with their devices.

From 2019, as part of the schools learning environment, all students who have chosen a further studies or ATAR pathway in senior school will participate in the BYOx program. It is expected that students choosing to study General subjects will be committed to additional study time at home to assist in being successful in these classes. They are highly academic and rigorous classes. We believe that having access to a device both at school and at home will benefit students.

The devices will be used every day. Students are required to bring the device fully charged to school each day and be responsible for the maintenance and care. For students participating in the BYOx program, it would be advisable to obtain a school locker. These are available by contacting the school. Our IT staff will be available during the first week and specified days prior to the commencement of school, to help with the on boarding process to install required software, school network, Network Drives, and printing connection

We recommend purchasing devices through one of our BYOx portals which contain a range of school recommended devices. The portals will open later in term 4. Families can also purchase from a vendor of their choice using the minimum specifications below.

Specification	Minimum Required	Recommended
Screen Size	10 Inch	12-14 Inch
Processor	7 th gen Pentium This would a 2yr device	8 th gen i3 This would be a 4yr device
Hard drive	128 ssd (Solid State Drive)	256 ssd (Solid State Drive)
RAM	4GB	8GB
Operating system	Windows 10	Windows 10

The department has ensured that most software that the students will need will be freely available to them. However, stores are not aware of this and will try to sell you the same products. Software that is available free of charge includes:

- Anti – virus products - free anti-virus products available will work fine if kept up-to-date (Built in Windows 10 Defender).
- Adobe Design Software
- Master suite (Only necessary if completing Media, has a \$20 cost)
- Microsoft Office 365 (Word, Excel, PowerPoint, etc.)

The school website has additional information about our BYOx program and other IT related products.

If you have any further questions regarding devices, please email: byod@marsdenshs.eq.edu.au

2019 STUDENT RESOURCE SCHEME PARTICIPATION AGREEMENT – Yr 7-10

Student Family Name:	Given Name:
Parent/Carer Family Name:	Given Name:
Address:	
Email:	Mobile phone:
Home Phone:	

Yes. I wish to participate in the 2019 Student Resource Scheme. I have read and understand the conditions for membership of the Marsden State High School Student Resource Scheme and I agree to abide by these terms and conditions. I understand that I will be invoiced for and agree to pay the Student Resource Scheme Fee by the required dates as outlined below.

No. I do not wish to participate in the Student Resource Scheme. I understand that it is my responsibility for providing my student with the items on the Resource List which will enable my child to engage with the curriculum. I also understand that my student will not be entitled to keep any practical projects and/or assignments completed at school using materials purchased by the school as part of the scheme or participate in any **non-compulsory** school activity such as excursions, competitions, performances, camps, senior jerseys, formals or sporting activities. **Please arrange an appointment with the principal or delegate to discuss provision of resources for my student.**

Signature: (Parent/Carer) _____ **Date:** _____

Payment Options (please tick your preferred option)

- Option 1: Payment of Student Resource Scheme in full by Friday 1 March 2019 (Discount will be applied)
- Option 2: Payment of Student Resource Scheme in instalments as follows:
1st Instalment: \$50 deposit of SRS Fees due by Friday 1 March 2019
2nd Instalment: \$50 payment due by Friday 5 April 2019
3rd Instalment: \$50 payment due by Friday 31 May 2019
4th Instalment: \$50 final payment due by Friday 28 June 2019
- Option 3: If you receive a Centrelink allowance, you have the option for the participation fees to be deducted from this allowance. Parents/carers choosing this option are asked to go to the School's Finance Office to complete the required authorisation forms.
- Option 4: I am already paying my school fees via Centrelink and wish to continue my automatic payments until the 2019 fees are paid.
- Option 5: I would like to set up monthly automatic payments via BPoint. Please send me the link to set this up. My email address is: _____
- Option 6: I will make an appointment with the Finance Office to negotiate a payment plan of regular payments. This option is especially relevant if you have outstanding fees from previous years.

Payment Method (please tick your preferred payment method)

1. **Cash or Eftpos** (please pay at the Finance Office in person)
2. **Direct Credit/EFT.** Payment must be made on or before the dates outlined in your selected payment option above.

Account Name: Marsden State High School. **BSB:** 064-168 **Acct:** 00090685. **Reference:** Student EQID number or surname.

BPOINT: Online Card Payment <http://www.bpoint.com.au/payments/dete> Use invoice number as reference