

Student Resource Scheme

Pittsworth State High School operates a Student Resource Scheme to provide a cost-effective method for parents to provide students with textbooks and resources. This is achieved through sharing costs, bulk purchasing and longevity of texts over a number of years. The Scheme is managed by the school through its general account and is endorsed annually by the P & C Association.

The following items are provided under the Student Resource Scheme:

- all textbooks for course of study, as per listing (late changes may occur)
- digital learning/eLearning resources
- online resources
- printed class notes, excluding student's personal photocopying
- basic materials for subjects as required
- materials used for classroom projects
- Student Identification Card
- Student Handbook
- Locker hire
- Arts Council performance
- Human Relationship Education
- Sport levy
- Student Printing

This package is provided for a set fee, and is not available in part.

The Student Resource Scheme does not include school activities such as, school excursions, camps and formals.

The Scheme is available to all students at Pittsworth State High School. While participation is voluntary, parents who opt not to participate need to provide all textbooks and student class needs, and pay separately for items such as ID card and student printing.

The Student Resource Scheme covers costs such as hire of required textbooks and general student fees.

Textbooks issued to students remain the property of the school, and the following conditions apply to their use.

Conditions of participating in Scheme:

- *Students will supply their own personal requirements - as outlined in Subject Requirements Lists.*
- *Books issued to students are kept in good condition.*
- *Students may be responsible for up to the full cost of books that are negligently damaged or lost before any further issues can be made.*
- *School Administration office to be notified immediately of the loss of any textbook.*
- *All textbooks provided under the Scheme remain the property of the Scheme and must be returned when the student leaves or at the end of the school year.*
- *If a student starts school after the first week, the fees are reduced on a pro-rata basis.*
- *If a student leaves school having paid a fee, a pro-rata refund will be made. Refunds are based on the full charge (which include the Textbook Allowance and parent/carers charge), less cost of consumed materials and/or cost of replacing lost or damaged textbooks.*
- *Books and resources provided under the Scheme will not be issued to students whose parents/carers choose not to participate.*
- *School Principals may refuse to admit a student to the Scheme if there are payments overdue from the previous year.*

Parents/carers who do not wish to participate in the Student Resource Scheme informs the school administration so they can receive a cheque to the value of the Textbook Allowance for each of their children. However, they are responsible for providing the student with all necessary textbooks and educational resources as such items listed above under the Student Resource Scheme.

Where there is genuine parental financial hardship, parents are encouraged to contact the School Principal to discuss how their financial obligations can be met by instalments throughout the school year or discuss alternative arrangements to accommodate their individual circumstances.

Following consultation with the P&C Association, the charges for this scheme per student in 2017 are as follows:

Years 7 – 10	\$273.00	Years 11 – 12	\$416.00
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The Government Textbook Allowance contributes to these charges:

Years 7 – 10	\$123.00	Years 11 – 12	\$266.00
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Thus the balance that parents are required to pay to be part of the Student Resource Scheme in 2017 is \$150 per student in Years 7 to 12. These fees are to be paid prior to the issuing of school textbooks.

Please note: any student not participating in the Student Resource Scheme or have outstanding school fees 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.

Where a family is unable to meet this full payment at the beginning of the year, other arrangements can be made by negotiation through the office. All discussions will be held in confidence.

Please sign the Student Resource Scheme Agreement form to indicate your willingness to abide by the conditions of the Agreement. Parents/caregivers who do not wish to participate should contact the Principal to make alternative arrangements for provision of textbooks, and payment of student levies.

Text books may be collected from the bookroom (next to canteen) on the following dates:

Wednesday 18 January	10am – 2pm	Friday 20 January	10am – 2pm
Thursday 19 January	10am – 2pm	Monday 23 January	8.30am – 12:30pm

Please note, this Scheme operates on a Cash Sale basis - Student Resource Scheme fee must be paid for before the collection of textbooks unless prior arrangements have been made with the Business Services Manager on behalf of the school principal. Eftpos and Credit Card facilities are available at the school office.

Materials Orders

Students require personal stationery and materials to effectively complete their course of study, which is provided by parents/caregivers. A material list and order form will be available in the enrolment package.

Subject Levies for High Material Usage Classes

Due to the nature of projects undertaken, a number of subjects require an additional levy to cover materials cost. The relevant subjects and their fees are listed below.

Year 7 and 8		Years 11 and 12	
Material usage for Technology and The Arts	\$40	Agricultural Science Year 11	\$50
		Agricultural Practices	\$50
Year 9		Agricultural Science Year 12	\$35
Agricultural Science	\$40	Agricultural Practices	\$35
Ag Led Steer Team Levy	\$30	Ag Led Steer Team Levy	\$30
Art	\$40	Industrial Technology Skills (Automotive)	\$40
Graphics (GPH)	\$15	Film, Television and New Media	\$10
Information Communication (ICT)	\$10	Fitness - Cert III (once only cost on commencement of 4 semester course)	\$295
Industrial Technology & Design (ITD)	\$80	Fitness - Cert III (Year 12 only)	\$50
Year 10		Graphics (GPH); Industrial Graphics Skills	\$20
Agricultural Science	\$40	Information Technology Systems (ITN)	\$10
Ag Led Steer Team Levy	\$30	Information, Digital Media & Technology (IDT)	\$10
Art	\$40	Engineering Skills	\$90
Graphics (GPH)	\$20	Furnishing Skills	\$90
Media Studies	\$10	Visual Art	\$50
Info Communication & Technology (ICT)	\$10	Visual Arts in Practice	\$50
Product Design and Manufacture (PDM)	\$90	<i>Subject-based excursions will be invoiced separately as they occur throughout the year</i>	

School Fee Accounts

Payment can be made by cash, BPAY, cheque, or EFTPOS, and a receipt will be provided.

An account will be forwarded to you early in Term 1. This account will include the following: -

- *Subject levies for high materials usage classes (where applicable)*
- *School magazine – 1 copy per family (\$20 including GST)*
- *School Music Program fees (eg. instrument hire, Instrumental music fee, if applicable)*

Parents/caregivers experiencing financial difficulty should contact the Principal so that special arrangements can be made, including payment via instalments.

Internet Education

The school is connected to the Internet, as part of Education Queensland's Managed Internet Service (MIS). Students are instructed in use of the Internet in subject classes, and can access the internet for research purposes in designated areas.

The Internet is a powerful resource that can be used to improve the educational experiences of students. Unfortunately, along with the wealth of good information is a small amount of material not suitable for high school aged students.

To reduce the risk of students accessing unsuitable sites, the school uses a filter through the Education Queensland Internet provider.

Despite our preventive measures, there is still a possibility that students may accidentally access unsuitable information. The school therefore places the onus on students to avoid contact with offensive Internet sites.

To ensure students understand this issue and parents are aware of the potential to access illegal, dangerous and offensive material, the School ICT Network Usage Agreement Form should be completed and signed by parent and student in the Enrolment Application.

Student use of the internet is monitored and charged. The Resource Fee includes a \$10 printing credit – once this credit is used, students may 'top-up' their print balance by paying \$5 increments to the school office.

Second Hand Clothing Store

The Chaplaincy committee operates a second-hand clothing pool for donated uniforms in good condition. **The Clothing pool will be open on the first week prior to school commencing.** Dates and times will be the same as the textbook collection times. Alternatively, the clothing pool can be accessed during school hours by contacting the school office.

State School Consent Form

In the course of each school year our school photographs and videos school events, students' performances and achievements for the school history collection and for use in public relations exercises. These exercises could include:

- *fortnightly school newsletter for distribution to school community*
- *school information brochure to be distributed to prospective enrolments*
- *school displays at local public venues*
- *illustrating parent information sessions*
- *displays of student work and photographs in school foyer, classrooms and public school areas*
- *school website*
- *publishing of School Annual Report*
- *features on school events in local newspapers*

Samples of **student work and student's images** (photographs or video clips) may be used in these exercises to illustrate and promote the school's successes and achievements. We wish to raise parent awareness of these activities.

A permission form is included in the General Forms section of the Enrolment Application. This consent will remain current for the period of your student's enrolment, unless you notify us otherwise.

Any further concerns should be directed to the Principal.