

# Cavendish Road State High School Student Resource Scheme



## (SRS) Annual Parent Information Letter

Dear Parents/Guardians,

This letter contains important information about the **2025 Student Resource Scheme (SRS)** including how the scheme operates under the **annual participation fee of \$350**.

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, Cavendish Road State High School operates an SRS for 2025.

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 on 2<sup>nd</sup> March 2023.

### **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.

*Student is new to 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 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. A parent can opt in or out of the scheme in subsequent years by completing another Participation Agreement Form.

*Continuing student of the school....*

A parent's participation or non-participation in the scheme will continue as per their previously completed Participation Agreement Form. A parent can opt in or out of the scheme in subsequent years by completing another Participation Agreement Form.

If a parent has opted out of the scheme the parent is required to provide the educational resources listed in the SRS for their child by the start of the school year.

### **Resource Inclusions**

All resources included in the SRS are listed on the Student Resource List available on our website. This is a comprehensive list of all resources included in the scheme and their associated estimated costs.

### **What is not covered under the Scheme**

- Personal consumables such as stationery and writing materials. Consumables not covered under the

SRS are included on the Stationery Requirements List for each year level. These items are to be purchased by the parent.

- excursions / incursions / competitions and enrichment activities and attending trips as a team supporter, elective sport admission and transport, and transport costs for interschool sport. 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 these activities until payment is made.
- work experience placements
- TAFE courses
- courses / certificates offered by external providers
- camps – all year levels and departments
- Senior Jersey and Senior Formal
- other resources / services that may be recommended for purchase
- Programs of Excellence
- Year book
- Other activities that are deemed optional

### 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., workbooks, 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).
  - 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.

### The Textbook and Resource Allowance – Paid directly to school

The Department of Education provides a Textbook and Resource Allowance (TRA) to assist parents with the cost of textbooks and other education resources for eligible Years 7 to 12 students. For those students who are eligible to receive the TRA, the TRA will be applied to reduce the cost of participation in the SRS. Information on the TRA can be found on the department's website (<https://education.qld.gov.au/about-us/budgets-funding-grants/grants/parents-and-students/textbook-resource-allowance>).

Year level	TRA Rate
Years 7 to 10	\$160.00
Years 11 to 12	\$348.00

### Financial Hardship

Parents experiencing financial hardship who are currently participating or wish to participate in the SRS should contact the Principal to discuss available options in confidence. Financial hardship arrangements do not continue from year to year and parents experiencing financial hardship must contact the school each school year to discuss available options.

### Payment Arrangement

Several payment options are available, including a single payment for the full year's fee or term instalments, an individual payment plan negotiated with our finance department or we also offer Centre pay to all our families.

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/attachment/debt-management-procedure.pdf>).