



## Student Resource Scheme 2025 - Parent Information Letter

Dear Parents/Guardians,

This letter contains important information about the 2025 Student Resource Scheme (SRS) including how the scheme operates and the annual participation fee.

Please see the Participation agreement form that is enclosed with this letter.

To provide parents with a cost-effective alternative to purchasing textbooks and/or resources elsewhere, Ipswich State High School operates a SRS for 2024 and ongoing years. 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 for 2025 were approved by the school's P&C Association at the meeting held on 31<sup>st</sup> May 2024.

### SRS Participation

The Department of Education have released the new SRS Participation Agreement form that will be for the duration of your child's enrolment at the school. This will mean parents will not need to submit the form on an annual basis. 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. Participation in the SRS is optional, and no obligation is placed on a parent to participate. Resource Inclusions. All resources included in the SRS are detailed in the attached SRS Resource list. This list is also available on the school's website at the following link. <https://ipswichshs.eq.edu.au/Pages/default.aspx>.

This is a comprehensive list of all resources included in the scheme and their associated costs. If you choose not to participate in the Student Resource Scheme supply of these items is the responsibility of the parents. Parents are reminded to complete and return the SRS Participation Agreement Form when joining the scheme for the first time or opting in/out during the student's enrolment. Please note if you choose to opt out of the SRS, you are still required to complete and return the Participation Agreement Form.

### The SRS Participation Fee

The SRS fee payable for the year is advised below and published on the schools website. This also includes the TRA (Textbook and Resource Allowance) component which has been deducted to reduce the SRS fee payable. Updated rates are available and published on the Departments website.

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<https://education.qld.gov.au/about-us/budgets-funding-grants/grants/parents-and-students/textbook-resource-allowance>

### **Debt Collection Policy**

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 curriculum related activities until payment is made. Please refer to the Departments Debt Management procedure.

<https://ppr.qed.qld.gov.au/pp/debt-management-procedure>

### **Payment Method**

SRS payments can be made by BPOINT, Bank Transfer, EFTPOS, QKR and QParents, Cheque, Cash, Centrepay.

- 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 the CRN, please contact the Finance Department.
- Centrepay and BPOINT payment plans are available to pay the SRS fees.

Please contact the school if you would like assistance or would like the school to set up a plan on your behalf.

### **Payment Arrangement**

Payment options Instalments

Parents experiencing financial hardship who are currently participating or wish to participate in the SRS should contact the school to discuss available options in confidence.

### **Contact Us**

For all queries regarding the SRS and its inclusions, please contact and arrange an appointment with Finance Department or Business Manager.

Yours Sincerely,

Susan Taylor  
Principal

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