# Parent Participation Form

## New Enrolments

This form is included in a set of enrolment forms that is returned when you are confirming your student's enrolment. On the first day at school your student will receive their student diary and some text books and resources will be issued as required.

## Continuing Years 8, 9, 10, 11 & 12 Students

This Student Resource Scheme Parent Participation form is to be completed and returned to the school as directed.

## Fees

The fees may be paid: (a) upon enrolment of a new student; (b) as soon as this form is returned for continuing students; (c) alternatively an account will be sent approximately one month after the school year commencing.

The issue of text books and resources is dependent upon the return of this form.

## Participation

The scheme is designed to offset the cost to you of the provision of educational resources associated with your child’s education. These resources enhance your child’s educational experience and assist them to fully engage with the curriculum. The scheme may be split into two components:

1. a whole of school component which is common to all students depending on their year level; and
2. specific goods and services consumed by your child which are related to individual subjects undertaken by your child.

- **Yes**, I wish to participate in the Student Resource Scheme at Mackay North State High School. I have read and understand the Terms and Conditions of the scheme (see below) and agree to abide by them and to pay the participation fee in accordance with the payment arrangements below.

- **No**, I do not wish to participate in the Student Resource Scheme at Mackay North State High School. I have read and understand the Terms and Conditions of the scheme (see below) and agree to abide by them, in particular, paragraphs 12 and 38.

## Student Details

<table>
<thead>
<tr>
<th>Student Given Name</th>
<th>Student Surname</th>
<th>Year Level</th>
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## Parent/Carer Details

<table>
<thead>
<tr>
<th>Given Names</th>
<th>Surname</th>
<th>Address</th>
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<table>
<thead>
<tr>
<th>Contact Numbers</th>
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<tbody>
<tr>
<td>Home:</td>
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<tr>
<td>Work:</td>
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<tr>
<td>Mobile:</td>
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<tr>
<td>Email:</td>
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<tr>
<th>Parent/Carer Signature</th>
<th>Date:</th>
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## 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 participation or non-participation in the scheme.

9. If a parent chooses to participate in the scheme and completes the Participation Agreement Form, 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/par-stu.html

Payment Arrangements

15. Payment of the participation fee may be made by EFTPOS (Debit Card; MasterCard; Visa; American Express where accepted by the school), cheque, or cash.

16. Payment may be made through the QParents portal using a credit card. Payment will be directed from the QParents portal to BPOINT where relevant outstanding invoice information may be selected.

17. 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 your CRN, please contact the school.

18. 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.

19. 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

20. 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. Centrelink deduction is a payment option offered by the school. All discussions will be held in the strictest confidence.

21. 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.

22. Any concessions given to the participation fee will be at the discretion of the Principal.

Terms and Conditions of Participation in the Scheme

23. Payment of the prescribed fee implies acceptance of the Student Resource Scheme including the Terms and Conditions irrespective of whether or not the signed form has been returned.

24. 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.

Privacy Statement

The Department of Education and Training, 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 and Training is authorised or required by law to make the disclosure.
The school provides all resources necessary for students to complete their chosen course (excluding those listed on the Subjects Requirements List).

The Student Resource Scheme fee and subject fees are payable at the school office. Contact the school if you wish to arrange part payments or Centrepay.

If a parent/carer who has joined the scheme has not fully paid the fees or has not made regular on-going payments towards the fees, payment for extra activities may not be accepted. These can include any school activity or purchase which is not curriculum related.

**Please see overleaf for payment options, payment advice and Centrepay information.**

Student Resource Scheme (SRS) Fee & Subject Fees

The Student Resource Scheme fee for Year 7 and 8 is $250.00.

For Year 9 and 10, the Student Resource Scheme fee is $250.00 plus specific subject costs.

Please note: In Years 7, 8, 9 and 10 the Government Textbook and Resource Allowance ($125) has been applied against the Student Resource Scheme fee.

Year 11 & 12 students will all pay an Administration fee – $70, an OP administration fee – $30 (if applicable), plus specific subject fees.

Please note:

1. In Years 11 and 12 the Government Textbook and Resource allowance ($271) will be applied against the total costs of fees.

2. VET subjects which are delivered by an outside Registered Training Organisation have costs that are separate from the Student Resource Scheme costs. More details are available at the time of subject selection.

For a full summary of fees and Student Resource Scheme costs go to:


OR

Mackay North State High School website and on the Home page → Quicklinks → Student resource scheme full costing of fees

Please contact the school office if you have any queries in regards to SRS fees.

**BYOx Device Program (iPads & Laptops)**

All students will be required to pay a $30 fee to connect to the school wireless network. The fee allows the connection of three (3) approved personal devices for each student for a 12 month period.

**OVERSEAS STUDENT, NON-PERMANENT RESIDENT etc.**

If the student is not eligible for the Government Textbook Allowance (e.g. overseas student, non-permanent resident); they must pay the total fees.

For more details, please contact the school office.
PAYMENT OPTIONS

QParent / BPOINT:
Smart phone/tablet application  
(NORTH HIGH’S PREFERRED METHOD OF PAYMENT)  
- Online through QParents/BPOINT or see your school’s website  
- Please contact the school to request an invitation (via email) to join QParents.  
- When paying by BPOINT, please use the Customer Reference Number (CRN) and invoice number printed on the invoice received from the school (both numbers are on the bottom left corner of invoice). If unsure of your CRN, please contact the school.  
- Check balances and pay invoices via QParent on your phone/tablet, check absences, submit absence reasons, check attendance rate, print report cards, change contact details, etc.

Paying by Internet Banking:  
Direct payment into the school bank account  
- School’s Bank Account Name is Mackay North State High School  
- BSB Number is 064707 (Commonwealth Bank of Australia, Mackay)  
- Account Number is 00090263  
- Please record student name in the reference section so that your payment can be identified and receipted correctly

Paying by Phone:  
payment by credit card only  
- Phone the school on 49631666 during school hours  
- We accept Visa and MasterCard

Paying in Person:  
payment by credit card, debit card, cash, cheque or money order  
- Payment may be made at the school office during office hours  
- EFTPOS facilities are available, credit card or debit card (savings or cheque account)  
- Cheque made payable to the school

Other payment methods:  
- Centrepay which is a service offered by the school in conjunction with Centrelink. This is arranged through the school, phone 49631666.
- Part payments may be also made through the school regularly.  
- Each of these methods should be arranged with the school on 49631666.  
- You may pay through direct debit from your savings, cheque or credit card account at your financial institution.

Centrepay:  
This school is registered with Centrelink to offer families the option of Centrepay.

You can have payments made to the school from your fortnightly Centrelink payments for Student Resource Scheme fee, subject fees, excursions and sporting costs. The form is available to be completed at the school and forwarded to Centrelink by the school.

You nominate how much you wish to have transferred each fortnight from your Centrelink payments, pensions or allowances, (e.g. Newstart Allowance, Family/Parenting Allowance) before you receive it and when you wish the payment to commence and to cease.

This is a free service and Centrelink keeps the school up to date with details of your payments.