



Parents and Citizens Association TEXTBOOK AND RESOURCE SCHEME - TERMS and CONDITIONS

Textbook and Resource Scheme

This Scheme ensures all students have the required resources for their education, as well as saving parents/carers time and money in sourcing appropriate textbooks. Fees for students in Years 7-10 are **\$150**, students in Years 11 & 12 are **\$115** and Mature Aged students are **\$310**. This includes:

- Student Diary
- Information Communication Technology enrichment & initial print balance
- Issue of initial Student ID card
- Photocopying costs
- Print Balance \$10
- Classroom resources, class sets, novels, textbooks, computers, iPad and Internet access.

School Fees

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.
- All fees received by the school on behalf of the Parents and Citizens Association will be banked into the school's general account, which is subject to annual audit.
- If a student starts school after first term, the fee is 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 Textbook and 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 expected to provide all necessary textbooks and resources for their children as detailed on the Subject Requirements Lists.

Invitation - The Textbook and Resource Scheme is discussed at the meeting of the school's Parents and Citizens Association. Parents/carers are invited to attend this meeting and express their opinions. A vote is taken annually at this meeting on the continuation of this Scheme.

Arrangements for Payment - Please sign the attached Parent/Carer Consent Form and return it to Mabel Park State High School by April 2015. If you prefer to pay by instalment, this can be done by making four equal payments on the first day of each term. All school fees even those on a payment plan **must be** paid by 18th September 2015.

Payment Options:

- Cash/Cheque/EFT/Credit Card-Student Collection Counter (8.00am-3.30pm) Tuesday, Wednesday & Thursday.
- Credit Card (Phone)-Phone 3489 2333 (between 9.30am-4.00pm)
- Payments by mail - PO Box 2780, Logan City DC 4114
- BPay payments are now available please ask for a statement with the Reference Number

Paying by Internet Banking: *Direct Payment into School Bank Account*

School Bank Account Name: Mabel Park State High School
BSB Number: 064-168 (CBA – WOODRIDGE)
Account Number: 0009 0546

Reference/Details: Please record both "Student/Family/Customer ID AND Reference Item Code" in the reference/details section so that your payment can be recorded correctly. If insufficient details are supplied, payments will be applied to the oldest debt for that Family/Customer.

- **We cannot take internet or credit card payments for P & C Uniform.**
- **A receipt will be provided.**

Parents/carers experiencing financial difficulty

- Contact the Business Services Manager (3489 2333) to discuss options - All discussions will be kept confidential.
- Part payments/instalment payments can be arranged (\$20.00 deposit to commence).
- CentreLink recipients may arrange regular deductions to be paid to the school.

Government Funding

The school receives funding from the Government each year - \$115 for each Year 7,8, 9 & 10 student and \$215 for each Year 11 & 12 student to purchase class sets of general reading/textbooks/resources and set texts issued to students for the year.