

# WOODRIDGE STATE HIGH SCHOOL

## 2024 SCHEDULE OF FEES

### INCLUDED

- 2024 Student Resource Scheme
- Elective Subject Fees
- Information Technology & Design Fees
- Programs of Excellence
- Bring Your Own Device

**PLEASE READ THIS DOCUMENT CAREFULLY AS IT CONTAINS  
IMPORTANT FINANCIAL INFORMATION**

The scheme's operation, resource inclusions and participation fees were approved by the school's P&C Association at the meeting held on 28/11/2023.



## 2024 Student Resource Scheme

Whilst the cost of providing instruction, administration and facilities for the education of a student at a state school is met by the State, parents are directly responsible for providing their student with other resources for the student's use whilst attending school.

Through the Textbook and Resource Allowance the Government provides funding for parents (paid directly to the school) which provides for the temporary use of prescribed text books. In addition to this Woodridge State High School has chosen to provide parents with a cost effective alternative to purchasing resources, consumables and other materials to ensure your student is able to engage with the curriculum.

Participation in the Scheme is optional and **no obligation** is placed on a parent to participate. A parent who does not wish to participate in the Scheme will be responsible for providing the items included on the resource list so their student can engage fully with the curriculum. **If you decide not to participate an appointment will be made with the principal or delegate to discuss provision of resources for your student.**

**The types of resources that will be included are:**

- **Owned by the student** – e.g. student diary and ID card – once provided, these items are retained by the student and used at their discretion.
- **Hired to the student for a specific duration of time** – e.g. textbooks or musical instruments–these items will need to be returned to the school in reasonable condition at the end of the hire period or if the student leaves the school.
- **Used in class** – e.g. core curriculum resources, stationery, timber, material, workbooks these items will be used in class. Finished products that are created from these resources will generally come home with the student.

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	\$155
Years 11 & 12	\$337

An invoice for \$200.00 will be generated for all participants in the SRS at the beginning of the school year.

**Please note:** any student not participating in the Student Resource Scheme 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.

*School Policy is that prior to any non-compulsory school activity such as excursions, competitions, performances, camps, senior jerseys, formals or sporting activities that all fees be paid or an approved payment arrangement entered into.*

Please return the Participation Agreement Form to the payment office if you do not wish to participate and an appointment will be made with the principal or delegate to discuss provision of resources for your student.

If you opt for payment of student resource scheme in instalments – payments are due as follows:

- 1<sup>st</sup> Instalment: \$60 deposit of SRS Fees due by Monday 23<sup>rd</sup> February 2024
- 2<sup>nd</sup> Instalment: \$60 payment due by Friday 22<sup>nd</sup> March 2024
- 3<sup>rd</sup> Instalment: \$60 payment due by Friday 24<sup>th</sup> May 2024
- 4<sup>th</sup> Instalment: \$20 final payment due by Friday 14<sup>th</sup> June 2024

Centrepay is available for eligible parents with a minimum fortnightly deduction \$15

**Important information regarding Student Diaries and ID/Printing cards:**

Students at Woodridge State High School are required to carry their Student Diary and Identification card with them at all times as access to printing and other services will require the ID card.

If a parent decides not to participate in the SRS it is a requirement that these resources are purchased separately at an initial cost of \$25 for both. If Diaries and Identification Cards are lost, stolen or damaged, replacements are available to purchase at a cost of \$15 for Diaries and \$15 for Identification Cards. Diaries are available from the Administration Office, ID cards are available from the Library.

Families experiencing genuine financial hardship are encouraged to contact the Finance Office on 3290 7222 discuss payment options that may be available to accommodate their circumstances. Woodridge State High School does have a Hardship fund that can be accessed through the Year Level Heads of Department or an application can be given through the Administration Office.

All items provided for temporary student use by the SRS or the Textbook Allowance remain the property of Woodridge State High School and shall be returned at the end of the education program or school year, or when the student leaves the school. Items provided for temporary student use shall be kept in good condition by the student.

Where an issued item is lost or negligently damaged or not returned, the parent will be invoiced and required to pay the replacement cost of the item.

<b>PLEASE NOTE: STUDENT RESOURCE SCHEME FEES DO NOT INCLUDE ANY OF THE FOLLOWING</b>
▪ SPORT, ARTS OR ACADEMIC EXCELLENCE PROGRAMS
▪ INDUSTRIAL TECHNOLOGY & DESIGN RESOURCE CHARGES
▪ FOOD & DESIGN TECHNOLOGY INGREDIENT CHARGES
▪ EXCURSIONS
▪ EXTRA CURRICULAR ACTIVITIES
▪ ITEMS LISTED ON THE BOOKLIST
▪ ANY EXTERNAL STUDIES (EXAMPLE - CERT III)
<b><i>THESE ARE ALL OPTIONAL EXTRAS AND WILL BE INVOICED SEPARATELY AS REQUIRED</i></b>

## **ELECTIVE SUBJECT FEES**

To ensure that quality and extensive choices are available to all students at a reasonable and affordable cost to parents, Woodridge SHS does not charge additional fees for electives, except for Industrial Design & Technology and Hospitality Practice subjects. Any student participating in Engineering or Construction must provide their own steel cap boots and a hi-vis shirt.

As Woodridge State High School is a BYOD School (Bring Your Own Device), all student are expected to have a laptop that will be required for all subjects.

## PROGRAMS OF EXCELLENCE

Students wishing to be considered for enrolment in Woodridge SHS Excellence Programs will be required to pay a **non-refundable** confirmation fee of \$50\* which, upon attendance will be deducted from the Program's contribution Fee (as listed below). This contribution fee covers most competition entries, bus travel for away games, elite training days and Strength & Conditioning sessions in our on-site gym. These fees must be paid in full by the end of semester 1. Training Kits & specialised equipment for these programs are available to purchase through the school. Please note: These fees are in addition to the Student Resource Scheme.

Excellence Program	Fee
Enrolment Confirmation fee**	\$50
High Performance Sport	\$150
Performing Arts	\$150
Academic Excellence	\$150

*\*You will receive an invoice to the total amount of the Program fee, however only \$60 is required at the time of acceptance, balance of the fee will be due by the end of Semester 1.*

*\*\*Deducted from the participation fee on attendance*

## BYOD at Woodridge State High School

It is an expectation that students at Woodridge State High School bring a suitable portable device to school. We believe in preparing students for a 21<sup>st</sup> century society that is constantly evolving, particularly through the development of technology. Developing competent and confident users of technology is critical to our students' participation and engagement in this world. As we continue to develop the schools technology resources, we also encourage and value the need for students to be familiar and comfortable with their devices.

As part of the schools learning environment, all students at school will participate in the BYOx program. It is expected that students choosing to study General subjects will be committed to additional study time at home to assist in being successful in these classes. We believe that having access to a device both at school and at home will benefit students.

The devices will be used every day. Students are required to bring the device fully charged to school each day and be responsible for the maintenance and care. Our IT staff will be available during the first & second breaks along with before commencement of school, to help with the on boarding process and install required software, school network, Network Drives, and printing connection.

The department has ensured that most software that the students will need will be freely available to them. However, stores are not aware of this and will try to sell you the same products. Software that is available free of charge includes:

- Anti – virus products - free anti-virus products available will work fine if kept up-to-date (Built in Windows 10 Defender).
- Adobe Design Software
- Microsoft Office 365 (Word, Excel, PowerPoint, etc.)

The school website has additional information about our BYOD program and other IT related products. If you have any further questions regarding devices, please email: [support@woodridgeshs.eq.edu.au](mailto:support@woodridgeshs.eq.edu.au)

Please note: All devices **must support 5GHz Wireless** (802.11ac is recommended).

Chrome books are not compatible with school network.

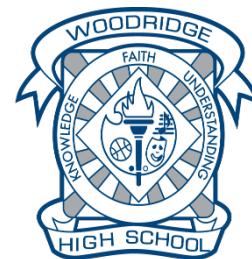
Please visit the BYOD page on our school website for additional information. Families can purchase from a vendor of their choice using the minimum specifications below.

## Does it meet Part Specifications requirements?

Device Type	Laptop or tablet with physical keyboard	<input type="checkbox"/>
Operating System	Windows 11, Win10 Home/Pro iOS/Mac Chromebook/Android (Not recommended)	<input type="checkbox"/>
Processor	Minimum: latest Intel Pentium/Intel Core i3 (2019+/ 9th Gen+) Recommended: Intel Core i5 (11th Gen)	<input type="checkbox"/>
Memory	Minimum & Recommended: 8GB RAM	<input type="checkbox"/>
Battery	10+ Hours	<input type="checkbox"/>
Display	12-15" screen	<input type="checkbox"/>
Storage*(SSD)	Minimum: 128GB Recommended: 256GB	<input type="checkbox"/>
Wi-Fi	Minimum: Wifi 5 (5Ghz 802.11ac)	<input type="checkbox"/>
Features	Webcam & microphone Bluetooth	<input type="checkbox"/>
Ports	USB-C with charging (highly recommended) USB-A 3.0 HDMI Headphone out	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Laptop Accidental Damage Insurance (considered essential)		
Accessories	Protective Case Wired Headphones/earphones	<input type="checkbox"/> <input type="checkbox"/>

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# Woodridge State High School



## SRS Fee Payment Arrangement Form

### Section 1: Student Details

Student Name	
Student ID	
Year Level	

### Section 2: SRS Category

SRS Category	SRS Fee Payable	Option Selected
Year 7 to 12 Curriculum Resources	\$200	<input type="checkbox"/>
Instrumental Music	\$40	<input type="checkbox"/>
High Performance Sport	\$150	<input type="checkbox"/>
Performing Arts	\$150	<input type="checkbox"/>
Academic Excellence	\$150	<input type="checkbox"/>

### Section 3: Payment Arrangement

Please select the preferred payment options:

Payment options	Instalments	Amounts	Option Selected
1. A single payment for the full year's fee	Instalment 1:	\$	<input type="checkbox"/>
2. Term instalments (paid over the first 3 terms)	Instalment 1:	\$ _____	<input type="checkbox"/>
	Instalment 2:	\$ _____	
	Instalment 3:	\$ _____	
	Instalment 4:	\$ _____	
3. An instalment plan as negotiated with the school			<input type="checkbox"/>

### Section 4: Return of the Participation Form

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.

Have you completed and returned the SRS Participation Agreement Form? Yes  No

*Please note if you choose to opt out of the SRS, you are still required to complete and return the Participation Agreement Form.*

### Section 5: Parent Signature

Parent Name	
Parent Signature	
Date	

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# Student Resource Scheme - Participation Agreement Form

## The Student Resource Scheme

The Student Resource Scheme (SRS) is a user-charging scheme operated by schools to provide parents with a mechanism to access individual student resources that are not funded by the government.

Government funding for schools does not extend to individual student resources and equipment for their personal use or consumption. Supply of these items, such as textbooks and personal laptops/iPads, is the responsibility of the parent.

The objective of the scheme is to provide parents a convenient and cost-effective alternative to individual supply of resources for their students. Participation in the SRS is optional, and no obligation is placed on a parent to participate.

Terms and conditions for participating in the scheme are provided on the reverse side of the form. Information is also provided on the Textbook and Resource Allowance (TRA) where applicable.

This Participation Agreement Form applies for the duration of a student's enrolment at the school, however parents who are participating in the scheme can choose to opt out from the SRS in future years by completing a new Participation Agreement Form. Any new Participation Agreement Form submitted annually and received by the school will supersede the previous form lodged.

Parents pay the annual participation fee in accordance with the selected payment arrangement. If a student joins the school mid-year, a pro-rata participation fee may apply.

Parents not participating in the scheme must provide their student with all items that would otherwise be provided by the scheme as detailed in the information provided by the school. Parents can choose to join the SRS in future years by completing a new Participation Agreement Form.

To assist schools in managing and administering the scheme, parents are requested to complete the Participation section of this form and return it to the school.

If parents have not completed and returned the form before the due date indicated by the school in the SRS Annual Parent Information documents, the school will take the view that the parent does not wish to participate.

## Payment

On agreeing to participate in the SRS, a parent agrees to pay the participation fee as advised and invoiced by the school. For families experiencing financial hardship, please contact the school as soon as possible to discuss options available.

## Participation

- YES** I wish to participate in the Student Resource Scheme. I have read and understand the Terms and Conditions of the scheme (see reverse) and agree to abide by them and to pay the annual participation fee in accordance with the selected payment arrangement. I understand that I can opt out of participation in the SRS in any year by completing a new Participation Agreement Form.
- NO** I have read the terms and conditions and I do not wish to participate in the Student Resource Scheme. I understand I must provide my child with all items that would otherwise be provided by the SRS as detailed in the information provided by the school. I understand that I can choose to join the SRS in future years by completing a new Participation Agreement Form.

<b>School Name</b>	
<b>Form Return Date</b>	
<b>Student Name</b>	
<b>Year Level</b>	
<b>Parent Name</b>	
<b>Parent Signature</b>	
<b>Date</b>	

### Privacy Statement

The Department of Education collects the information you complete on the Participation Agreement Form in order to administer the Student Resource Scheme (SRS). The information will only be accessed by school employees administering the SRS. However, if required, some of this information may be shared with 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 is authorised or required by law to make the disclosure.



## Terms and Conditions

### Definition

1. Reference to a "parent" is in accordance with the definition in the *Education (General Provisions) Act 2006* and refers equally to an independent student.

### Purpose of the SRS

2. In accordance with the *Act*, 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.
3. Parents are directly responsible for providing textbooks and other personal resources for their children while attending school.
4. The SRS enables a parent to enter into an agreement with the school to provide the resources as advised by the school for a specified annual participation fee.

### Participation in the SRS

5. Participation in the SRS is optional and parents are under no obligation to participate.
6. The school will provide parents with a list of resources supplied by the SRS to enable parents to assess the cost effectiveness of participation.
7. Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
8. Parents must complete and sign the Participation Agreement Form and return it to the school by the advertised date.
9. This agreement is for the duration of the student's enrolment at the school, unless a new Participation Agreement Form is completed.
10. Parents are given the option annually to choose whether to participate in the SRS or not by completing this form.
11. Where a parent signs up to participate in the SRS they are agreeing to pay the annual participation fee for the items provided by the SRS.
12. Payment of the participation fee implies acceptance of the SRS including the Terms and Conditions irrespective of whether or not the signed form has been returned.
13. Where a student starts at the school during the school year, the parent may be entitled to pay a pro-rata participation fee to participate based on a 40-week school year.
14. Where a participation fee has been paid and a student leaves the school during the year, the school must determine if the parent is eligible for a pro-rata refund. This will also take into account any pro-rata of the Textbook and Resource Allowance (TRA) (see Additional Information regarding TRA eligibility) and any outstanding SRS debts (including any debts from damaged or non-returned items). Where the cost of outstanding debts is higher than the calculated refund, the parent is liable to pay this balance of funds.

### Non-Participation in the SRS

15. Parents who choose not to participate in the SRS are responsible for providing their student with all items that would otherwise be provided by the SRS to enable their student to engage with the curriculum.
16. The school will provide non-participating parents with a list of resources the parents are required to supply for their child.
17. All items included in the SRS must be able to be independently sourced, purchased and supplied by parents who choose not to participate in the SRS.
18. As the SRS operates for the benefit of participating parents and is funded from participation fees, SRS resources will not be issued to students whose parents choose not to participate in the SRS.

### The Resources

19. SRS funds received by the school will only be expended on student resources outlined in the school's SRS and will not be expended on other items or used to raise funds for other purposes.
20. In return for payment of the participation fee, the SRS will provide the participating student with the entire package of resources for the specified participation fee. It is not available in parts unless specifically provided for by the school in the fee structure.
21. The resources, as determined and advised by the school may be:
  - retained by the student and used at their discretion; or
  - used/consumed by the student in the classroom; or

- hired to the student for their personal use for a specified period of time.

22. All SRS resources hired to a student for their temporary use remain the property of the school. The resources must be returned by the agreed date or if the student leaves the school.
23. Parents are responsible for ensuring that any hired SRS resources provided for their child's temporary use are kept in good condition.
24. The school administration office must be notified immediately of the loss or damage to any hired item.
25. Where a hired item is lost, not returned, or damaged, parents will be responsible for payment to the school of the value of the item or its repair.
26. The replacement cost of any resource may be up to the maximum value (subject to depreciation where appropriate) of the acquisition cost to the school.
27. Parents may be responsible for supplying their child with other resources not specified in the SRS as advised by the school.

### Payment Arrangements

28. Payment of the participation fee may be made in whole, as per a nominated payment plan, or for another amount as approved by a Principal.
29. Payment of the participation fee must be made as per the payment methods nominated by the school.
30. Any concessions relating to the participation fee will be at the discretion of the Principal.

### Debt Management

31. Payment of the participation fee is a requirement for continued participation in the SRS.
32. Non-payment of the participation fee by designated payment date(s) may result in debt recovery action in accordance with the Department's Debt Management Procedure <http://ppr.qed.qld.gov.au/corp/finance/accounts/Pages/Debt-Management.aspx>.

### Parents' Experiencing Financial Hardship

33. Parents experiencing financial hardship who are currently participating in or wish to participate in the SRS should contact the school to discuss options.
34. Principals may vary payment options, negotiate alternative arrangements and/or waive all or part of the participation fee for parents experiencing financial hardship.
35. The onus of proof of financial hardship is on the parent.
36. The school may require annual proof of continuing financial hardship.
37. All discussions will be held in the strictest confidence.

## Additional Information

### Textbook and Resource Allowance (TRA)

- The Queensland Government provides financial assistance to parents of students in Years 7 to 12, to offset the costs of textbooks and other resources. Assistance is provided in the form of a TRA which is paid through the school. Refer to the department's website for current TRA rates <https://education.qld.gov.au/about-us/budgets-funding-grants/grants/parents-and-students/textbook-resource-allowance>.
- The TRA is used to offset the fees associated with participation in the SRS.
- Parents not participating in the SRS will receive the TRA directly from the school.
- Parents not participating in the SRS should contact the school directly if they do not automatically receive the payment.

