

# 2023 Student Resource Scheme Year 12

Learning together for a happy and productive future





# Chinchilla State High School

*Learning together for a happy and productive future*

7 Tara Rd, PO Box 195  
CHINCHILLA QLD 4413  
Phone | 4672 9333  
Website | [www.chinchillashs.eq.edu.au](http://www.chinchillashs.eq.edu.au)  
Email | [admin@chinchillashs.eq.edu.au](mailto:admin@chinchillashs.eq.edu.au)  
Office Hours | 8.30 am – 4.00 pm

**SRS 2023**

Dear Parents/Guardians,

**YEAR 12**

This letter includes important information about the fees and inclusions for the SRS. **If you have previously opted in to the SRS your participation is assumed for the remainder of your child's enrolment, unless you inform the school otherwise by completing a new participation agreement form.** If you are a new parent to the school, this information will assist you in making a decision as to whether you wish to participate in the SRS.

Parents are required to return the form, indicating their preference of participation/non-participation.

**This agreement must be signed and returned no later than 10 February, 2023.**

### **What is provided by the Queensland Government ?**

The Queensland Government supports children's education by providing funding for instruction (teachers), facilities (school grounds and buildings, internet), and administration (staff to run the school). Funding for schools does not extend to individual student resources such as textbooks, equipment for personal use, and many items used by the student in the classroom.

The SRS helps parents to source these resources. The school can purchase resources at lower rates due to its bulk buying power. Resources such as textbooks or musical instruments that will be used over a period of time are hired to students to further reduce costs for families. Participating in the SRS also offers a convenient way for parents to source the items that their child needs for school, and ensures that all students have access to the same standard of resources.

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

- **Owned by the student** – e.g. student diary – 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. 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 Fee**

In determining the fee to charge to families, the cost to provide all necessary learning resources per subject in each year level is investigated. The costs are also considered in light of the funding that is received from the government in the form of the Textbook and Resource Allowance (further details below). A decision is then made on what fee to charge parents based on affordability to families and the budget capacity of the school to support the shortfall in money.

If you are not satisfied that the SRS fee represents good value for money based on the inclusions (over the page), you may choose not to participate in the SRS. If that is the case, please complete a new Participation Agreement Form, indicating that you no longer wish to participate. If you choose not to participate, you will be provided with a detailed list of resources that you will need to provide for the student.

## The TRA

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 as shown in the table below. Thus the SRS invoice you receive will be the full cost of participation in the SRS minus the TRA already held at the school.

Please be aware that there may be two lines of charges on your invoice indicating the GST inclusive and GST exclusive fees depending on the resources supplied by the SRS .

## Cost Breakdown

The diagrams below reflect how the TRA has been deducted from the SRS fee for eligible students who have opted in to the Curriculum SRS.

Cost of SRS*	TRA	Cost to School	Cost to Parent
\$2,728.71	\$317.00	\$2,411.71	\$300.00

\*Cost of SRS = General Items Value (to parent) + Subject Resources Value (to parent)

## Financial Difficulty

If you would like to participate, but are experiencing financial difficulties, please contact the school to arrange an appointment to discuss options. Any information that you provide will be confidential.

## Release of resources

Resources will not be distributed until the full or first payment has been paid to the school. 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 extra-curricular activities until payments are made.

## Return of hired resources

A repair or replacement cost will be charged to the parent for any items that are damaged or not returned.

## Contact us

If you have any queries regarding the SRS and its inclusions, please contact our office on 07 4672 9333.

Yours sincerely



Robert Burke  
PRINCIPAL



Steven Luckraft  
PRESIDENT, CHINCHILLA STATE HIGH SCHOOL P & C

**The Curriculum Student Resource Scheme Inclusions**

The Curriculum Student Resource Scheme (SRS) is made up of three components. The three components are general items, resources for core subjects and resources for elective subjects. The tables below detail the SRS inclusions for these three components.

**YEAR 12**







General Items	Resource	Type of Resource	Acquisition cost	Value (to parent)
General Items	Student Diary	Owned	\$ 11.00	\$ 11.00
General Items	Student ID card	Owned	\$ 5.50	\$ 5.50
General Items	Printing credit	Owned	\$ 10.00	\$ 10.00
General Items	Administration of scheme	Owned	\$ 22.00	\$ 22.00
General Items	Printing/reproduce class workbooks	Owned	\$ 20.00	\$ 20.00
General Items	Supply of Printing/Coloured Paper	Owned	\$ 10.00	\$ 10.00
General Items	Access to student laptops	Hired	\$ 1,187.00	\$ 237.40
General Items	Access to student iPads	Hired	\$ 581.00	\$ 116.20
General Items	Technology Support / Software – Adobe; Microsoft Office etc.	Hired	\$ 15.00	\$ 15.00
General Items	Oxford Dictionary and Thesaurus	Hired	\$ 45.95	\$ 9.19
General Items	Jacaranda Atlas	Hired	\$ 64.95	\$ 8.12
Certificate II Engineering Pathways (MEM20413)	Materials for the construction of tool box, G clamp and welding practice (funded externally)	Used	\$ -	\$ -
General Items	Dictionary (Macmillan Australian Primary 2nd Ed)	Hired	\$ 25.99	\$ 5.20
General Items	Thesaurus (Macmillan Australian Students 2nd Ed)	Hired	\$ 22.95	\$ 4.59
<b>GRAND TOTAL</b>			<b>\$ 2,021.34</b>	<b>\$ 474.20</b>

Subject	Resource	Type of Resource	Acquisition cost	Value (to parent)
<b>English</b>			<b>\$ 92.14</b>	<b>\$ 18.43</b>
	Shakespeare Play - Macbeth	Hired	\$ 46.95	\$ 9.39
	Never Let Me Go - Novel	Hired	\$ 17.50	\$ 3.50
	Never Let Me Go - DVD	Hired	\$ 12.70	\$ 2.54
	DVD Macbeth	Hired	\$ 14.99	\$ 3.00
<b>Ancient History</b>			<b>\$ 230.65</b>	<b>\$ 46.13</b>
	Unlocking the Past	Hired	\$ 82.95	\$ 16.59
	Antiquity 2	Hired	\$ 67.75	\$ 13.55
	Cambridge Senior History	Hired	\$ 79.95	\$ 15.99
<b>Legal Studies</b>			<b>\$ 211.64</b>	<b>\$ 42.33</b>
	Investigating Legal Studies in Queensland	Hired	\$ 84.69	\$ 16.94
	QCE Dot Points Unit 3 and 4	Hired	\$ 49.95	\$ 9.99
	Legal Studies for Queensland Vol 2	Hired	\$ 77.00	\$ 15.40
<b>Modern History</b>			<b>\$ 167.44</b>	<b>\$ 33.49</b>
	Assorted DVD's and other audio visual materials	Hired	\$ 42.99	\$ 8.60
	Inquiry 2	Hired	\$ 44.50	\$ 8.90
	Cambridge Senior History	Hired	\$ 79.95	\$ 15.99
<b>Essential English</b>			<b>\$ 46.95</b>	<b>\$ 46.95</b>
	Photocopying of resources	Owned	\$ 46.95	\$ 46.95
<b>Biology</b>			<b>\$ 71.95</b>	<b>\$ 15.99</b>
	Practical experiments per student per prac	Owned	\$ 2.00	\$ 2.00
	Biology for Queensland: Units 3 & 4	Hired	\$ 69.95	\$ 13.99
<b>Chemistry</b>			<b>\$ 226.95</b>	<b>\$ 162.99</b>
	Practical experiments per student per prac	Owned	\$ 147.00	\$ 147.00
	Chemistry for Queensland: Units 3 & 4	Hired	\$ 79.95	\$ 15.99
<b>Physics</b>			<b>\$ 74.95</b>	<b>\$ 18.99</b>
	Practical experiments per student per prac	Owned	\$ 5.00	\$ 5.00
	New Century Physics For Queensland: Units 3 & 4	Hired	\$ 69.95	\$ 13.99
<b>General Mathematics</b>			<b>\$ 74.95</b>	<b>\$ 14.99</b>
	Cambridge Senior Maths for Queensland General Mathematics: Units 3 & 4	Hired	\$ 74.95	\$ 14.99
<b>Mathematics Methods</b>			<b>\$ 74.95</b>	<b>\$ 14.99</b>
	Cambridge Senior Maths for Queensland Mathematical Methods: Units 3 & 4	Hired	\$ 74.95	\$ 14.99
<b>Specialist Mathematics</b>			<b>\$ 74.95</b>	<b>\$ 14.99</b>
	Cambridge Senior Maths for Queensland Spacialist Mathematics: Units 3 & 4	Hired	\$ 74.95	\$ 14.99
<b>Essential Mathematics</b>			<b>\$ 74.95</b>	<b>\$ 14.99</b>
	Cambridge Senior Maths for Queensland Essential Mathematics: Units 3 & 4	Hired	\$ 74.95	\$ 14.99
<b>Physical Education</b>			<b>\$ 3,269.95</b>	<b>\$ 437.99</b>
	Senior Physical Education textbook	Hired	\$ 59.95	\$ 11.99
	Sporting curriculum equipment (eg. Basketballs, netballs, golfing equipment and badminton)	Hired	\$ 1,500.00	\$ 300.00
	Printing (resources, exams)	Owned	\$ 10.00	\$ 10.00
	Bus trips to golf course	Used	\$ 1,400.00	\$ 56.00
	Video Camera	Hired	\$ 300.00	\$ 60.00
<b>Health Education</b>			<b>\$ 100.00</b>	<b>\$ 20.00</b>
	Health Charts	Hired	\$ 100.00	\$ 20.00
<b>Sport &amp; Recreation Studies</b>			<b>\$ 4,500.00</b>	<b>\$ 420.00</b>
	Sporting curriculum equipment (eg. Basketballs, netballs, golfing equipment and badminton)	Hired	\$ 1,500.00	\$ 300.00
	Bus trips for weekly excursions (golf course, gym, archery, etc.)	Used	\$ 3,000.00	\$ 120.00
<b>Early Childhood Studies</b>			<b>\$ 74.95</b>	<b>\$ 14.99</b>
	Exploring Early Childhood	Hired	\$ 74.95	\$ 14.99
<b>Accounting</b>			<b>\$ 46.00</b>	<b>\$ 9.20</b>
	Accounting Concepts and Applications	Hired	\$ 22.00	\$ 4.40

	Accounting Concepts & Applications: Teacher Solutions and Resources + 2CD Pack (Fourth Edition)	Hired	\$ 24.00	\$ 4.80
<b>Agricultural Practices</b>			<b>\$ 757.60</b>	<b>\$ 71.52</b>
	Dynamic Agriculture	Hired	\$ 17.60	\$ 3.52
	Safety Equipment - glasses/gloves cost per student	Hired	\$ 240.00	\$ 48.00
	Class project materials for practical subjects seeds, mung beans	Owned	\$ 500.00	\$ 20.00
<b>Building and Construction Skills</b>			<b>\$ 71.25</b>	<b>\$ 39.25</b>
	Materials for the construction of saw horse	Owned	\$ 31.25	\$ 31.25
	Materials for the construction of picnic table	<b>SCHOOL FUNDED PROJECT</b>		
	Materials for construction	<b>School Funded Project - Chicken Coop Stage 23</b>		
	Materials for sheeting and painting including paint brushes, masonite, gap filler, putty, etc.	Owned	\$ 30.00	\$ 6.00
	Set of safety glasses, ear plugs and miscellaneous personal safety equipment	Owned	\$ 10.00	\$ 2.00
<b>Certificate II Engineering Pathways (MEM20413)</b>			<b>\$ 300.00</b>	<b>\$ 300.00</b>
	Materials for the construction of tool box, G clamp and welding practice	EXTERNAL PROVIDER FUNDED COURSE		
	Engineering consumables including welding wire, lathe cutter inserts, welding tips, plasma electrodes and tips, etc.	Used		
	Set of safety glasses, ear plugs and miscellaneous personal safety equipment - per student	Used		
<b>Industrial Technology Studies</b>			<b>\$ 144.99</b>	<b>\$ 144.99</b>
	Materials for the construction of carry-all - Hoop Pine, Plywood, etc.	Owned	\$ 50.00	\$ 50.00
	Materials for the construction of saw horse	Owned	\$ 31.25	\$ 31.25
	Materials for the construction of CAD/CAM project	Owned	\$ 5.83	\$ 5.83
	Materials for the concrete float - Stainless Steel, 25mm RHS, 50x3mm FMS, etc.	Owned	\$ 14.58	\$ 14.58
	Materials for the concreting project	<b>SCHOOL FUNDED PROJECT</b>		
	Consumables including glue, varnish, sandpaper, hardware, etc. - per student	Owned	\$ 12.50	\$ 12.50
	Engineering consumables including welding wire, lathe cutter inserts, welding tips, plasma electrodes and tips, etc. - per student	Owned	\$ 20.83	\$ 20.83
	Set of safety glasses, ear plugs and miscellaneous personal safety equipment	Owned	\$ 10.00	\$ 10.00
<b>Drama</b>			<b>\$ 70.00</b>	<b>\$ 14.00</b>
	Various Scripts	Hired	\$ 20.00	\$ 4.00
	Costumes	Hired	\$ 50.00	\$ 10.00
<b>Dance</b>			<b>\$ 70.00</b>	<b>\$ 54.00</b>
	Costumes	Hired	\$ 50.00	\$ 50.00
	Speakers	Hired	\$ 20.00	\$ 4.00
<b>Music</b>			<b>\$ 350.00</b>	<b>\$ 150.00</b>
	Gutair	Hired	\$ 160.00	\$ 32.00
	Ukulele	Hired	\$ 40.00	\$ 8.00
	Headphones	Hired	\$ 50.00	\$ 10.00
	Scores for Performances and Analysis	Owned	\$ 100.00	\$ 100.00
<b>Visual Art</b>			<b>\$ 224.00</b>	<b>\$ 20.96</b>
	Use of the following including but not limited to Paper, Black Card, Pencils – Lead, Pencils Coloured -Watercolours, Sharpeners, Erasers, Glue, Markers, Paint, Paint Brushes, Oil Pastels, Water Colours, Scissors, Rulers, Cling Wrap, Paint Pens	Used	\$ 149.00	\$ 5.96
	Text Book – Creative Inquiry	Hired	\$ 75.00	\$ 15.00
	Speciality supplies for individual choices of medium	Owned	VARIOUS	VARIOUS
<b>Visual Art in Practice</b>			<b>\$ 247.00</b>	<b>\$ 9.88</b>
	Use of the following including but not limited to Paper, Black Card, Pencils – Lead, Pencils Coloured -Watercolours, Sharpeners, Erasers, Glue, Markers, Paint, Paint Brushes, Oil Pastels, Water Colours, Scissors, Rulers, Cling Wrap, Paint Pens, Ezi-cut Paper, Screen, Squidgee, Heat-set permanent ink	Used	\$ 247.00	\$ 9.88
	Speciality supplies for individual choices of medium	Owned	VARIOUS	VARIOUS
<b>Media Arts In Practice</b>			<b>\$ 20.00</b>	<b>\$ 20.00</b>
	SD cards	Owned	\$ 20.00	\$ 20.00
<b>QCIA Literacy</b>			<b>\$ 28.00</b>	<b>\$ 28.00</b>
	Student workbook	Owned	\$ 13.00	\$ 13.00
	Audio book	Owned	\$ 15.00	\$ 15.00
<b>QCIA Numeracy</b>			<b>\$ 51.00</b>	<b>\$ 29.88</b>
	Student Workbook	Owned	\$ 13.00	\$ 13.00
	iTunes apps	Used	\$ 10.00	\$ 0.40
	Signpost Maths Workbook	Owned	\$ 16.00	\$ 16.00
	IXL Online Subscription	Used	\$ 12.00	\$ 0.48
<b>General Capabilities &amp; ILP</b>			<b>\$ 40.00</b>	<b>\$ 30.40</b>
	iTunes apps	Used	\$ 10.00	\$ 0.40
	Consumables - stationary & craft supplies	Owned	\$ 30.00	\$ 30.00
<b>Work Readiness</b>			<b>\$ 63.00</b>	<b>\$ 24.60</b>
	iTunes apps	Used	\$ 10.00	\$ 0.40
	Cooking consumable resources - flour, milk, eggs, butter	Used	\$ 30.00	\$ 1.20
	Student workbook	Owned	\$ 13.00	\$ 13.00
	Reprographics – photocopying workbooks / worksheets	Owned	\$ 10.00	\$ 10.00
<b>GRAND TOTAL</b>			<b>\$ 11,850.21</b>	<b>\$ 2,254.51</b>

## CHINCHILLA STATE HIGH SCHOOL STUDENT ACCOUNTS AND PAYMENT OPTIONS

Chinchilla State High School offers parents a number of options in relation to payment of their child/ren's school fees. Please find information below on the various options available to you.

	 <p><b>Paying by Qkr!</b>  <b>Download Qkr! and register your details.</b>            For more information and a detailed guide, visit our website <a href="http://www.chinchillashs.eq.edu.au">www.chinchillashs.eq.edu.au</a>.</p>
	<p><b>Paying by BPOINT for Credit Card Payments – Invoice only</b>            BPOINT is an online payment system which provides a secure and efficient method of collecting payments from parents/customers. <b>It is the preferred payment method for the Department of Education.</b> BPOINT payment methods are listed on invoices generated from the department's finance systems. BPOINT allows customers make payments from their electronic devices.</p> <p><b>Method:</b> Direct Payment by Credit Card Online System to Student Account</p> <ul style="list-style-type: none"> <li>▪ Log onto BPOINT web link – <a href="https://www.bpoint.com.au/payments/dete">https://www.bpoint.com.au/payments/dete</a></li> <li>▪ Enter Customer Reference Number (CRN) from the invoice you are paying – this is the unique identifier located at the bottom of your invoice/statement</li> <li>▪ Enter Invoice Number. Enter Student's Name. Indicate amount of payment and follow prompts. Select Invoice for payment.</li> </ul>
	<p><b>Payment Plan by BPOINT for Credit Card or Bank Account Payments – Invoice only</b>            BPOINT is an online payment system which provides a secure and efficient method of collecting payments from parents/customers. <b>It is the preferred payment method for the Department of Education.</b> BPOINT payment methods are listed on invoices generated from the department's finance systems. BPOINT allows customers make payments from their electronic devices.</p> <p>To commence a payment plan through BPOINT parents are to <b>contact the Chinchilla State High School Administration Office</b> and request to undertake a payment plan. Information will be forwarded to parents via email. This information will generate a BPOINT link for parents/customers to enter their details. Parents/Customers access the link provided by the school and enter the relevant credit/debit card or bank account.</p>
	<p><b>Paying through Centrelink</b>  <b>Method:</b> Direct payment into the school bank account made on your behalf by Centrelink.</p> <ul style="list-style-type: none"> <li>▪ Contributions can be paid directly to the school through Centrelink. Parents can nominate a fortnightly amount, not less than \$20.00, and this is credited to the school account until the fees are fully paid. Unless otherwise negotiated payments must be completed by the end of Term 3. <b><u>NOTE: It is the parent's responsibility to cease deductions upon completion of payment of accounts, and should NOT continue to accrue.</u></b></li> </ul>
	<p><b>Payment Instalment Scheme – Please contact the Administration Office to arrange a payment plan.</b>  <b>Method:</b> Regular payments to the School via the options above with all debt to be finalised by end of Term 3.</p> <ul style="list-style-type: none"> <li>▪ Complete Payment Schedule Agreement Form indicating payment terms</li> <li>▪ Return to School and confirm acceptance of the agreement.</li> <li>▪ Commence payment plan.</li> </ul>
	<p><b>Paying in Person</b>  <b>Method:</b> Payment by Credit Card, Debit Card, Cash or Cheque.</p> <ul style="list-style-type: none"> <li>▪ Payment can be made at the School Office, Monday to Friday between the hours of 8:15am and 4.00pm.</li> <li>▪ EFTPOS facilities are available – minimum payment \$10.00</li> <li>▪ Credit Cards and Debit Cards (EFTPOS), Cash, Cheques and Money Orders are accepted.</li> </ul>
	<p><b>All Other Payment Queries</b></p> <ul style="list-style-type: none"> <li>• Please contact the School Office on 0746729333.</li> </ul>

# Financial Assistance Information Sheet

There are a number of allowances payable to parents/carers of secondary school students:

**Textbook Allowance Scheme:** Students attending approved secondary schools are eligible to receive a State Government textbook allowance each year.

These amounts will be paid directly to the school and are used to assist in providing subject resources for students, therefore reducing the amount charged under the Student Resource Scheme.

**Conveyance Allowance:** Eligibility is determined by Queensland Transport on an annual basis. Parents should enquire directly to Queensland Transport at the beginning of each year. Application forms and details of eligibility, etc. are available from Queensland Transport, School Transport Section.

**Living Away from Home Allowance Scheme:** A living away from home allowance will be paid to the parents of all students in Years 7 to 12 where such students are compelled, by reason of remoteness, to board away from home in order to attend a secondary school with the required grade.

All payments are dependent on applicants' homes meeting distance eligibility criteria or being approved under special circumstances by the Minister for Education, Training and Employment. Payment is also dependent on school attendance certifications and distance checking which is undertaken on a risk management basis.

Information about eligibility can be obtained from Department of Education, Training and Employment, School Financial Services Unit – free call phone 1800 248 997.

**Youth Allowance:** Benefits will be payable from the student's sixteenth birthday, regardless of school year level. Youth Allowance is family income tested. Students receiving Youth Allowance benefits have obligations to observe concerning attendance and work performance. Unexplained absences incur penalties to benefit levels also. For further information, write or telephone Centrelink

**Aboriginal Study Assistance Scheme (ABSTUDY):** ABSTUDY (Schooling) is the scheme which provides assistance to students under 21 years of age who are:

- (a) full-time students attending an approved secondary school or a class anywhere in Australia;
- (b) full-time students 14 years and more on 1 January of the year they study, attending an approved primary school; or
- (c) full-time students attending an approved special school, or education unit from the commencement of the year in which they turn 13.

To be eligible for assistance under ABSTUDY, a student must meet the Commonwealth definition of an Aboriginal. This has three parts. An Aboriginal or Torres Strait Islander is a person:

- (a) of Aboriginal or Torres Strait Islander descent;
- (b) who identifies as an Aboriginal or Torres Strait Islander; and
- (c) who is accepted as such by the community in which he or she lives or has lived.

Students receiving ABSTUDY benefits are required to observe obligations the same as Youth Allowance recipients. Further information about ABSTUDY can be obtained from the Centrelink.

## **Assistance For Isolated Children (AIC):**

Financial assistance is available for secondary students who qualify under special provisions relating to isolation, special course provisions, itinerancy and disability or handicap. Assistance is extended to students who board or are maintained in a second home for the purpose of attending school. Assistance is family income based. Further information about AIC can be obtained from Centrelink.

# Refund Guidelines

At Chinchilla State High School we are committed to providing a safe and supportive learning environment for students, staff and volunteers. This commitment includes the health and safety of staff and students when conducting curriculum activities in the school or in other locations.

School excursions and camps enhance a student's learning by providing opportunities for the student to participate in activities, both curriculum-related and recreational, outside the normal school routine. All planned school excursions are approved by the Principal and endorsed by the Parents and Citizens' Association.

State schools are able to charge a fee for:

- an educational service including materials and consumables not defined as instruction, administration and facilities for the education of the student
- an education service purchased from a provider other than the school where the provider charges the school and
- a specialised educational program.

School fees are directed to the purpose for which the fee is charged.

## Student Resource Scheme

Chinchilla State High School operates a Student Resource Scheme. To participate in this scheme parents sign a participation agreement form and pay an annual levy. The Government Textbook and Resource Allowance is paid directly to the school and is used to offset the full cost of the student schools fees.

In the event of a student leaving school throughout the year, a parent **may** be entitled to a pro rata refund. The pro rata refund is calculated on all fees paid/received, less any costs incurred as a result of loss or damage to resources. Any outstanding debt is also taken into consideration.

## Excursions

School fees for extra-curricular activities are calculated on a cost recovery only basis, according to the number of students who have indicated their attendance. Participation of students in an extra-curricular activity is indicated through payment of the fee and provision of a permission form completed by the parent.

The school budget cannot meet any shortfalls in funding for an extra-curricular activity due to the subsequent non-participation of a student who had previously indicated attendance of the activity. Therefore, fees already paid for an extra-curricular activity may only be refunded in full or in part or not at all, after the activity has occurred and all expenses associated with it have been paid.

If a parent requests a refund prior to the closing date of an activity, the parent or student may apply for a refund of non-committed costs. "Committed costs" may include pre-arranged travel, reservations or administration fees. If a student is unable to attend an activity due to illness or emergent situation, a medical certificate or supporting documentation will be required before a refund can be processed. The amount of the refund will depend on the various commitments of the activity and should be discussed with the Principal/Business Manager.

If a parent wishes to apply for a refund due to their child's non-participation in an extra-curricular activity, they may do so by completing a Request for Refund form provided. Where possible, the request should include the receipt relating to the payment for which a refund is being sought.

It is preferred that refunds be made as a credit against the student's account at the school, and used to offset any future charges. Alternatively, payment of refunds will be by direct credit to the parent account, should details be provided.

Department of Education and Training policy references:

- Education (General Provisions) Act 2006
- SCM-PR-002: School Excursions
- FNM-PR-019: State Education Fees



# Debt Management Policy

Chinchilla State High School provides free instruction, administration and facilities to students enrolled at the school who are Australian citizens, permanent residents or children of Australian citizens or permanent residents.

Education Queensland Policy stipulates that no fees are to be charged for activities associated with instruction, administration and facilities. **Chinchilla State High School is required to charge fees to students for some services.**

## **Student Resource Scheme**

Chinchilla State High School offers parents the option of participating in the Student Resource Scheme. **Students will not be permitted to attend excursions/activity if they have not completed the Student Resource Scheme Participation Form.**

## **Government Textbook and Resource Allowance**

The Government Textbook and Resource Allowance for secondary schools is used to offset part of the schools fees/voluntary contributions.

Where Chinchilla State High School provides resources, the ownership is retained by the school. The school can decide to pass these on to the student.

Where parents choose not to participate in the scheme and provide the resources themselves they retain ownership.

## **Debt recovery action can be undertaken for outstanding fees and charges.**

### **Some examples:**

- School excursions
- Sporting/Artistic programs that extend beyond the core curriculum
- Transport to sporting events
- Hire of equipment, for example, musical instruments/photographic equipment

**A student can be excluded from extra-curricular activities for non-payment of fees where the fees have accrued from previous years, or current year fees are not paid/arrangements made by end of Term 1. This may apply even if the student is presenting the money for the extracurricular activity.**

**Exclusion from activities can be avoided by parents maintaining regular communication with the school and negotiating payment options to meet their agreed commitments.**

If the parent/carer has made regular payments but there is still an outstanding balance owing, the Principal will use discretion in choosing to exclude the student from any activities.



## YEAR 12 BOOKLIST – STUDENT TO PROVIDE

2023

ENGLISH AND HUMANITIES	
English	<ul style="list-style-type: none"><li>1 x Plastic document wallet</li><li>2 x A4 exercise book – 96 page</li></ul>
Essential English	<ul style="list-style-type: none"><li>1 x Plastic document wallet</li><li>2 x A4 exercise book – 96 page</li></ul>
Literature	<ul style="list-style-type: none"><li>1 x Plastic document wallet</li><li>2 x A4 exercise book – 96 page</li></ul>
Legal Studies	<ul style="list-style-type: none"><li>1 x Plastic document wallet</li><li>2 x A4 exercise book – 96 page</li></ul>
Modern History	<ul style="list-style-type: none"><li>1 x Plastic document wallet</li><li>2 x A4 exercise book – 96 page</li></ul>

MATHEMATICS AND SCIENCE	
Essential Mathematics	<ul style="list-style-type: none"><li>4 x A4 exercise books - 96 page</li><li>1 x A4 exercise book – 64 page</li><li>1 x graph pad</li></ul>
General Mathematics	<ul style="list-style-type: none"><li>4 x A4 exercise books - 96 page</li><li>1 x A4 exercise book – 64 page</li><li>1 x graph pad</li></ul>
Mathematics Methods	<ul style="list-style-type: none"><li>4 x A4 exercise books - 96 page</li><li>1 x A4 exercise book – 64 page</li><li>1 x graph pad</li><li>graphics calculator: Casio fxCG20AU or Casio fxCG50AU</li></ul>
Specialist Mathematics	<ul style="list-style-type: none"><li>4 x A4 exercise books - 96 page</li><li>1 x A4 exercise book – 64 page</li><li>1 x graph pad</li><li>graphics calculator: Casio fxCG20AU or Casio fxCG50AU</li></ul>
Biology	<ul style="list-style-type: none"><li>2 x A4 exercise books - 96 page</li></ul>
Chemistry	<ul style="list-style-type: none"><li>2 x A4 exercise books - 96 page</li></ul>
Physics	<ul style="list-style-type: none"><li>2 x A4 exercise books - 96 page</li></ul>

HEALTH AND PHYSICAL EDUCATION	
Health Education	<ul style="list-style-type: none"><li>2 x A4 exercise books - 96 page</li><li>1 X A4 document wallet</li></ul>
Physical Education	<ul style="list-style-type: none"><li>2 x A4 exercise books - 96 page</li><li>1 X A4 document wallet</li><li>1 X 64GB USB</li></ul>



<b>Recreation</b>	<ul style="list-style-type: none"> <li>• 2 x A4 exercise books - 96 page</li> <li>• 1 X A4 document wallet</li> </ul>
<b>Early Childhood Studies</b>	<ul style="list-style-type: none"> <li>• 2 x A4 exercise books - 96 page</li> <li>• 1 X A4 document wallet</li> <li>• <b>Additional materials may be required during the course</b></li> </ul>

<b>TECHNOLOGY</b>	
<b>Accounting</b>	<ul style="list-style-type: none"> <li>• 2 x A4 exercise books – 96 page</li> <li>• 1 x A4 display folder with plastic pockets</li> </ul>
<b>Agricultural Practices</b>	<ul style="list-style-type: none"> <li>• 2 x A4 exercise book – 96 page</li> <li>• school sunsafe hat</li> <li>• water bottle</li> </ul>
<b>Building and Construction Skills</b>	<ul style="list-style-type: none"> <li>• 1 x A4 exercise book – 48 page</li> <li>• Leather Shoes</li> <li>• 1 x Pair Headphones (USB)</li> <li>• 2 x HB pencils</li> </ul>
<b>Certificate II Engineering Pathways</b>	<ul style="list-style-type: none"> <li>• 2 x Sharpie twin tip permanent marker</li> <li>• 1 x Pair Headphones (USB)</li> <li>• Leather Shoes</li> </ul>
<b>Certificate I Information, Digital Media and Technology</b>	<ul style="list-style-type: none"> <li>• No stationary required</li> </ul>
<b>Industrial Technology Skills</b>	<ul style="list-style-type: none"> <li>• 2 x HB pencils</li> <li>• Eraser</li> <li>• Sharpener</li> <li>• Leather Shoes</li> <li>• 2 x Sharpie twin tip permanent marker</li> </ul>

<b>THE ARTS</b>	
<b>Dance</b>	<ul style="list-style-type: none"> <li>• 1 x A4 exercise book – 96 page</li> <li>• 1 x mini storage 8GB</li> </ul>
<b>Drama</b>	<ul style="list-style-type: none"> <li>• 1 x A4 exercise book – 96 page</li> <li>• 1 X A4 display folder</li> <li>• 1 X highlighter</li> <li>• 1 x mini storage 8GB</li> </ul>
<b>Music</b>	<ul style="list-style-type: none"> <li>• 1 x A4 manuscript book</li> <li>• 1 x exercise book – 96 page</li> <li>• 1 x A4 display folder</li> </ul>
<b>Visual Art</b>	<ul style="list-style-type: none"> <li>• 1 x A4 exercise book – 96 page</li> <li>• 1 x A4 display folder</li> <li>• 2B &amp;4B pencils</li> <li>• 2 x A4 spiral visual art diaries – non-perforated pages</li> </ul>

	<ul style="list-style-type: none"> <li>• 1 x 4GB or greater USB – additional to general stationery requirements</li> <li>• <b>Additional materials will be required during the course.</b></li> </ul>
<b>Visual Art in Practice</b>	<ul style="list-style-type: none"> <li>• 1 x A4 exercise book – 96 page</li> <li>• 1 x A4 display folder</li> <li>• 2B &amp; 4B pencils</li> <li>• 3 x A4 spiral visual art diaries – non-perforated pages</li> <li>• 1 x 4GB or greater USB – additional to general stationery requirements</li> <li>• <b>Additional materials will be required during the course.</b></li> </ul>

<b>SUBJECTS FOR SPECIAL NEEDS</b>	
<b>QCIA English</b>	<ul style="list-style-type: none"> <li>• 2 x A4 notebook – 96 page</li> <li>• 1 x document wallets</li> </ul>
<b>QCIA Maths</b>	<ul style="list-style-type: none"> <li>• 2 x A4 notebook – 96 page</li> <li>• 1 x document wallets</li> </ul>
<b>QCIA &amp; Work Readiness</b>	<ul style="list-style-type: none"> <li>• 2 x A4 notebook – 96 page</li> <li>• 1 x document wallets</li> </ul>

## General Items that the student must purchase / provide for all subjects

PLEASE NOTE: Individual exercise books are required for each subject to allow teachers to collect them from students for marking. Multi subject books with tabs are not suitable.

blue, red and black biro 1 x 2H & 1 x 4H pencils 10 x HB pencils 2 x 2B pencils 2 x 4B pencils Black leather school shoes Chinchilla SHS bucket hat	soft eraser mini whiteboard eraser glue stick scissors A4 loose leaf ruled paper – for assessment colouring pencils 2 X Packet of post it notes 4 X Highlighters	pencil sharpener ruler 4 x whiteboard markers compass protractor scientific calculator Pencil case 1 X USB 1 x notebook (PC) USB Computer Mouse
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Safety requirements mean **ONLY BLACK LEATHER SCHOOL SHOES WITH IMPERVIOUS UPPERS** are to be worn.

Chinchilla State High School is a Sunsafe school. All students are required to purchase and wear a **SCHOOL SUNSAFE HAT** – available from the Tuckshop/Uniform shop.

