



# Pullenvale State School

## Student Resource Scheme - Annual Parent Information Letter

Dear Parents/Guardians,

This letter contains important information about the **2026 Student Resource Scheme (SRS)** including how the scheme operates and the annual participation fee. The Queensland Government supports students' education by providing funding for:

- Instruction, e.g. teachers
- Facilities, e.g. buildings, amenities, furniture
- Administration, e.g. staffing and resources to administer the operations of the school.

Funding does not extend to individual student resources such as textbooks, equipment for personal use, and items used/consumed by the student in the classroom. Supply of these items is the responsibility of parents. To provide parents with a cost-effective alternative to purchasing textbooks and/or resources elsewhere, Pullenvale State School operates an SRS for 2026. 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 financial impact on parents and whether the school can absorb any of the cost has been considered before determining the SRS fee. The scheme's operation, resource inclusions and participation fees were approved by the school's P&C Association at the meeting held in November 2025.

### SRS Participation

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. The Department encourages parents to participate in the scheme. Participation in the SRS is optional, and no obligation is placed on a parent to participate. Participation is for the duration of your child's enrolment at the school.

#### *Student is new to the school.....*

Parents are required to complete the SRS Participation Agreement Form when joining the scheme for the first time. If no participation form is received by **21/02/2026**, the school will take the view that the parent has chosen to opt out of the SRS. The parent is then required to provide the educational resources listed in the SRS for their child by the start of the school year. A parent can opt in or out of the scheme in subsequent years by completing another Participation Agreement Form.

#### *Continuing student of the school.....*

A parent's participation or non-participation in the scheme will continue as per their previously completed Participation Agreement Form. A parent can opt in or out of the scheme in subsequent years by completing another Participation Agreement Form. If a parent has opted out of the scheme the parent is required to provide the educational resources listed in the SRS for their child by the start of the school year. For more detailed information about the SRS can be found on the Department's website: (<https://ppr.qld.gov.au/pp/student-resource-scheme-srs-procedure>). For general information on school fees and charges please see the 'parents and carers' site on [School fees and charges](#).

### 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. This is a comprehensive list of all resources included in the scheme and their associated costs. Parents must inform the school if items on the list of resources are not received by their child when resources are distributed.

### Type of Resources provided

Generally, the three types of resources that could be included are:

**Owned** – these items are retained by the student and used as required (e.g. stationery, exercise books, student diary).

**Used** – these items are used/consumed in class by the student (e.g. industry technology/cooking/art supplies). Work/items produced from these resources will remain the property of the student.

**Hired** – these items are hired to the student for their personal use for a specific period of time (e.g. textbooks, musical instruments, laptops). Hired items must be returned to the school in good condition at the end of the hire period or if the student leaves the school. A repair or replacement cost may be charged to the parent for any hired items that are damaged or not returned.

### **Costing Methodology:**

The school's SRS fee is calculated based on a flat fee for all students in the school. Please refer to the **SRS Resource list** for the associated costings.

### **The Back to School Boost**

Queensland Government provides a \$100 Back to school boost to help parents cover the cost of school essentials for primary school students (Prep to Year 6). A \$100 credit will be placed on the account of each eligible primary school student from the early in the school year. Parents can choose to apply the credit on their child's account to their total SRS fee payable in the SRS fee payment arrangement form (below). Parents can check QParents (or contact school if you don't have a QParents account) to see their remaining Back to school boost balance.

### **The SRS Participation Fee**

The SRS fee payable for the year is available in the attached information and published on the school's website. This also includes the TRA component which has been deducted to reduce the SRS fee payable. For primary school students, the Back to School Boost can be applied to reduce the SRS fee payable. If you would like the \$100 to be applied to a cost other than your SRS fee, please indicate this by **opting out** of using your Back to School Boost in the SRS Fee Payment Arrangement Form (below).

### **Financial Hardship**

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.

### **Payment Arrangement**

Several payment options including a single payment for the full year's fee or term instalments are available. An instalment plan can also be negotiated with the school. Any unpaid invoices will be managed according to the department's Debt Management Procedure. Only as a last resort, a Principal may use discretion to exclude a student from optional, non-curricular activities where a parent has an outstanding debt with the school. (<https://ppr.qed.qld.gov.au/pp/debt-management-procedure>).

### **Payment Method**

SRS payments can be made by QParents/BPOINT, EFTPOS (Credit/Debit Card), Cheque, Cash, Centrepay.

- 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.
- 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 school.
- Centrepay Deductions are available to pay the SRS fees. Use Centrepay to make regular deductions from your Centrelink payment. Centrepay is a voluntary and easy payment option available to Centrelink customers. Go to [humanservices.gov.au/centrepay](https://humanservices.gov.au/centrepay) for more information on how to set up your Centrepay deductions.

### **Contact Us**

For all queries regarding the SRS and its inclusions, please contact and arrange an appointment.

***Please complete the SRS Fee Payment Arrangement Form and return to the office by 20/02/2026.***

## SRS Resource list

### 1. Prep Stationery and Supplies Levy (Prep only, replaces a Prep Book List)- \$87

Pullenvale State School offers a Prep Stationery and Supplies Levy to provide a cost-effective alternative to purchasing resources independently. This levy ensures students have the necessary materials for their education, saving parents time and money through the school's bulk purchasing. The 2025 levy includes, but is not limited to:

Small magnetic whiteboard, 4 scrapbooks, 4 glue sticks, 500ml fluro paint (assorted colours), 1 whiteboard eraser, paint (assorted colours), 8 whiteboard pens, 3 manila folders, 1 box tissues, 1 pair of scissors, water colour paint, 1m roll clear contact, 1 pair of headphones, 1 packet blu-tack, powdered food dye (assorted colours), 1 ream fluro coloured paper, 1 Clipboard, 1 bottle PVA glue, Box of cream tartar, 1 ream mixed bold coloured paper, 1lt bottle of bubble mix, 2 paint brushes, Glitter (assorted colours), 2 reams white A4 paper, paper shapes, 8 tri grip HB lead pencils, adhesive stars & spots, 1 ream A3 coloured paper, 1 pkt zip lock bags, assorted sizes Patty pan cases assorted colours, 24 pkt coloured crayons, 1 ream A3 white paper, Pkt A4 ruled paper, Pipe cleaners, Tray of pastels, 1 ream A4 black card, 2 x A4 plastic pockets, Confetti, Coloured felt pens/textas, 1 ream A4 coloured card mixed, 1 pkt pasta Cellophane (assorted), 2 pkts coloured pencils, 3 reams A4 white card, Round paint/ink pads (various colours), Crepe paper, assorted colours, 500g clay, 1 pack laminating film (25 sheets), Sensory play materials, Roll of Alfoil, Pkt paddle pop sticks, assorted colours & plain Sound card Z rings for collating sounds, 2 x Plastic document wallet, Roll of Glad wrap, 1 bag of match sticks, twine, 1 bag beads, 1 bag feathers, assorted colours 4 rolls sticky tape, pack of paper plates, 1 box chalk (assorted colours), 2 rolls masking tape, hole punches, bag of pom poms, exercise books, curling ribbon, paper cups, post it notes, highlighters, playdough...

### 2. Prep to Year 6 General Resources- \$130\*

The Prep to Year 6 General Resources Levy contributes towards the cost of general resources used by students for learning.

| Resource   | Type of Resource | Cost through SRS | Estimated cost for direct purchase |
|--|------------------|------------------|------------------------------------|
| <b>General Items</b>   |                  | <b>\$10</b>      | <b>\$50</b>                        |
| Welfare consumables and events etc   | Used             | \$5              | \$25                               |
| Resource coordination and maintenance  | Used             | \$5              | \$25                               |
| <b>Software Licences</b>   |                  | <b>\$98</b>      | <b>\$897</b>                       |
| IXL annual subscription (Years 3-6)  | Hired            | \$15             | \$129                              |
| Mathseed annual subscription (P- Year 3)   | Hired            | \$15             | \$84                               |
| Reading Eggs/Eggspress annual subscription (Prep - Year 4)   | Hired            | \$22             | \$110                              |
| Clickview annual subscription (Prep to Year 6)   | Hired            | \$8              | \$89                               |
| Education Perfect annual subscription (Years 5 - 6)  | Hired            | \$25             | \$250                              |
| TTRockstars annual subscription (Years 4 - 6)  | Hired            | \$3              | \$15                               |
| Various ebooks and video access (Prep – Year 6)  | Hired            | \$5              | \$100                              |
| Apps inclusive of Book Creator, JAMF   | Hired            | \$5              | \$120                              |
| <b>Learning Areas- English, Maths, Science, HASS, Technologies, Science, The Arts, Music, Health and Physical Education, Languages- Japanese</b> |                  | <b>\$65</b>      | <b>\$1990</b>                      |
| P-Year 6 English- novels, texts, readers, dictionary, thesaurus etc  | Hired            | \$10             | \$400                              |
| P-Year 6 Technologies- robotics, magnets, rubber bands etc   | Used/Hired       | \$5              | \$300                              |
| P-Year 6 Maths- manipulatives, reference books   | Used/Hired       | \$5              | \$300                              |
| P-Year 6 Science- alfoil, blutac, paper cups, paddlepop sticks, balloons, paper towel, thermometers etc  | Used             | \$10             | \$90                               |
| P-Year 6 HASS- Atlas, reference books  | Hired            | \$5              | \$180                              |
| P-Year 6 The Arts- paint, clay, paper, brushes, tapes, papers, markers, cards, pencils etc   | Used             | \$10             | \$60                               |
| P-Year 6 Music- instruments, manipulates, scores recordings  | Hired            | \$5              | \$300                              |
| P-Year 6 HPE equipment - balls, bibs, kick boards, nets, bats...   | Hired            | \$5              | \$300                              |
| P-Year 6 Languages- Japanese- paper, brushes, papers, markers, ingredients for cooking etc   | Used             | \$10             | \$60                               |
| <b>TOTAL</b>   |                  | <b>\$173*</b>    | <b>\$2937</b>                      |

\* The school will continue to use available school funding to support the purchase and maintenance of learning resources and reduce Prep to Year 6 General Resources Levy to \$130.

**3. CYOD- Computing Device Hire- Years 4-6 only- \$1100** (laptop & bag): CYOD details and costings are provided at CYOD information evening and are emailed to Year 3 families in Semester 2.

**4. IT Service Guarantee Levy- Years 4-6 only- \$50:** A levy to support CYOD and BYOD devices. Details and costings are provided at CYOD information evening and are emailed to Year 3 families in Semester 2.

**5. Instrumental Music- varies according to instrumental program:** Instrumental Music details and costings are provided to students when offered a placement in Instrumental Music Program.

## SRS Fee Payment Arrangement Form:

Please complete the SRS Fee Payment Arrangement Form and Participation Form and return to the school administration office.

### Section 1: Student Details- one sheet per individual student

|              |  |
|--------------|--|
| Student Name |  |
| Student ID   |  |
| Year Level   |  |

### Section 2: SRS Category- select options that apply for your individual child

| SRS Category   | SRS Fee Payable       | Option Selected          |
|--|-----------------------|--------------------------|
| 1. Prep Stationery and Supplies Levy- Prep only replaces a Prep Book List  | \$87                  | <input type="checkbox"/> |
| 2. Prep to Year 6 Curriculum Resources- all P-6 students   | \$130                 | <input type="checkbox"/> |
| 3. CYOD- Computing Device Hire- Years 4-6 only<br>(ONE OFF PAYMENT- do not select this option if you have already paid for a laptop for your child ) | \$1100 (laptop & bag) | <input type="checkbox"/> |
| 4. IT Service Guarantee Levy- CYOD/BYOD- Years 4-6 only  | \$50                  | <input type="checkbox"/> |
| 5. Instrumental Music- Instrumental Program students only  |                       |                          |
| a. Band Fee  | \$35                  | <input type="checkbox"/> |
| b. Percussion Program  | \$70                  | <input type="checkbox"/> |
| c. Other Instrumental Programs   | \$120                 | <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. An instalment plan as negotiated with the school – please contact the office and arrange an instalment plan. | Instalment details as per negotiated instalment plan. |         | <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 Yes  No   
Form?

***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             |  |

## 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.

|                  |  |
|------------------|--|
| School Name      |  |
| Form Return Date |  |
| Student Name     |  |
| Year Level       |  |
| Parent Name      |  |
| Parent Signature |  |
| Date             |  |

#### 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.



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## Terms and Conditions

### Definition

- 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

- 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.
- Parents are directly responsible for providing textbooks and other personal resources for their children while attending school.
- 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

- Participation in the SRS is optional and parents are under no obligation to participate.
- The school will provide parents with a list of resources supplied by the SRS to enable parents to assess the cost effectiveness of participation.
- Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
- Parents must complete and sign the Participation Agreement Form and return it to the school by the advertised date.
- This agreement is for the duration of the student's enrolment at the school, unless a new Participation Agreement Form is completed.
- Parents are given the option annually to choose whether to participate in the SRS or not by completing this form.
- 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.
- 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.
- 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.
- 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

- 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.
- The school will provide non-participating parents with a list of resources the parents are required to supply for their child.
- 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.
- 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

- 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.
- 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.
- 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

Uncontrolled copy. Refer to Department of Education Policy and Procedure Register <https://ppr.qld.gov.au/pp/student-resource-scheme-srs-procedure> to ensure you have the most current version of this document.

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

- 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.
- Parents are responsible for ensuring that any hired SRS resources provided for their child's temporary use are kept in good condition.
- The school administration office must be notified immediately of the loss or damage to any hired item.
- 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.
- 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.
- Parents may be responsible for supplying their child with other resources not specified in the SRS as advised by the school.

### Payment Arrangements

- 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.
- Payment of the participation fee must be made as per the payment methods nominated by the school.
- Any concessions relating to the participation fee will be at the discretion of the Principal.

### Debt Management

- Payment of the participation fee is a requirement for continued participation in the SRS.
- 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 <https://ppr.qld.gov.au/pp/debt-management-procedure>

### Parents' Experiencing Financial Hardship

- Parents experiencing financial hardship who are currently participating in or wish to participate in the SRS should contact the school to discuss options.
- Principals may vary payment options, negotiate alternative arrangements and/or waive all or part of the participation fee for parents experiencing financial hardship.
- The onus of proof of financial hardship is on the parent.
- The school may require annual proof of continuing financial hardship.
- 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.



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