

Marshall Road 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, computer or musical equipment for personal use, and many 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, Marshall Road State School operates a 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 scheme's operation, resource inclusions and participation fees were approved by the school's P&C Association at the meeting held on 20 October 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 and return the SRS Participation Agreement Form when joining the scheme for the first time. If no participation form is received by **28 November 2025**, 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.

Resource Inclusions

All resources included in the SRS are detailed in the SRS Resource list below. 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.

Types of Resources provided

Generally, the 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, garden gloves)
- **Used** – these items are used/consumed in class by the student.
(e.g. cooking and garden supplies)

Costing Methodology

The schools SRS fee is calculated based on a flat fee for all students in the school.

The SRS Resource List and Participation Fee

| SRS Category | SRS Fee Payable |
|---|-----------------|
| All stationery required as per the relevant year level booklist | \$107 |
| Online registration for Reading Eggs/Reading Express, eBooks and Mathletics/Mathseeds | \$40 |
| Stephanie Alexander Kitchen and Garden Program - cooking and gardening supplies | \$13 |
| Printing – Textbook Substitution | \$10 |
| 2026 SRS Total | \$170 |

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.

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 and may result in the student being excluded from the scheme and/or from participating in non-curricular activities until payment is made (<https://ppr.qed.qld.gov.au/pp/debt-management-procedure>).

| Payment Options | Instalments | Amounts | Due Date |
|--|---|---------|------------------|
| 1. A single payment for the full year's fee | Single Instalment | \$170 | 20 February 2026 |
| 2. Term instalments (paid over the first semester) Please note: SRS fees must be paid up to date for students to be included in extra curricular activities. | Instalment 1 | \$60 | 20 February 2026 |
| | Instalment 2 | \$55 | 27 April 2026 |
| | Instalment 3 | \$55 | 26 June 2026 |
| 3. An instalment plan as negotiated with the school | Contact the school office on 07 3422 8222 or admin@marshallroadss.eq.edu.au | | |

Payment Method

SRS payments can be made by QParent/BPOINT, BPAY, EFTPOS (Credit/Debit Card), Cheque and Cash.

- Payment may be made through the QParent 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.

Contact Us

For all queries regarding the SRS and its inclusions, please contact the office on 07 3422 8222 and arrange an appointment with the Principal, **Leigh Thomson**.

What do you need to do?

Prior to **28 November 2025** -

All parent/guardians of new students:

- Complete the 2026 Student Resource Scheme form on **QParents**
- Complete and email the SRS Fee Payment Arrangement Form to admin@marshallroadss.eq.edu.au

All parent/guardians of current students continuing with the SRS program:

- Complete and email the SRS Fee Payment Arrangement Form to admin@marshallroadss.eq.edu.au

All parent/guardians of current students wanting to change a previous opt in/out preference:

- Contact the school office at admin@marshallroadss.eq.edu.au



Marshall Road State School



SRS Fee Payment Arrangement Form

Student Details

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

SRS Category

| | |
|------------------------------|-----------------|
| SRS Category | SRS Fee Payable |
| 2026 Student Resource Scheme | \$170 |

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: | \$170 | <input type="checkbox"/> |
| 2. Term instalments (paid over the first semester) Please note: SRS fees must be paid up to date for students to be included in extra curricular activities. | Instalment 1: Instalment 2: Instalment 3: | \$60 \$55 \$55 | <input type="checkbox"/> |
| 3. An instalment plan as negotiated with the school | Contact the school office to discuss | | <input type="checkbox"/> |

Return of the Participation Form

Parents are reminded to complete the SRS Participation Agreement Form on QParents when joining the scheme for the first time or opting in/out during the student's enrolment. Please note if you choose to opt out of the SRS, you are still required to complete the Participation Agreement Form on QParents.

Parent Signature

| | |
|------------------|--|
| Parent Name | |
| Parent Signature | |
| Date | |