



Pomona State School
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BOOKLIST REQUIREMENTS AND GENERAL CONTRIBUTIONS FOR PREP TO YEAR 7 FOR 2009

Booklist and Stationery Requirements for 2009

Each parent's responsibility is to provide the necessary materials and resources for their child's education. To assist parents with this process Pomona State School will provide a basic booklist and stationery list for each year level. Parents will be able to purchase the items on these lists from local newsagents. This basic list also includes student workbooks for Mathematics, Handwriting and Spelling. All students require these workbooks in order to be able to fully participate in the educational program provided by the school. Other items on the Booklist will need to be replenished throughout the year.

In December when class lists are released for 2009 class teachers will distribute their individual requirements to students designated for their class. Parents will be able to source these items over the summer school holidays.

The General Contribution

Many essential educational resources used for teaching and learning are not able to be put on a Booklist for individual purchase. These items are purchased by classroom teachers by a General Contribution made by parents at the end of the previous school year. This scheme includes a package of resources for the whole school year and covers the needs for all subject areas (**excluding** swimming, excursions and visiting performances).

The Contribution provides students who contribute with the following range of necessary material and resources:

- printed class notes, worksheets and booklets
- paper and card resources
- computer resources including Internet access, software and consumables
- materials for classroom projects
- art and craft supplies, e.g. paint, glue, clay
- class resources (e.g. access to videos, DVDs, magazines as required)
- cooking requirements
- stationery needs not included on Booklists
- photocopying
- off campus library and resource borrowing
- items associated with learning activities such as postage, entry fees, etc.

The purpose of the scheme is to contain costs for parents/caregivers and to ensure that all students have the necessary materials and resources of the same quality for their education. As a school we can purchase supplies from our Government stores at very competitive prices and GST free, thereby reducing the cost to parents.

This voluntary scheme is supplemented by funds received from Education Queensland in the school's Annual Grant. Hardware, such as calculators for some year levels, are purchased with these funds and retained as school property.

The ICT Maintenance and Upgrade Contribution

As a school we place priority on ensuring students have access to the latest technology available. This is an extremely costly goal and cannot be achieved without the assistance of parents. Each student is requested to contribute the annual ICT Maintenance and Upgrade Contribution of \$10.00 to assist with the maintenance of existing equipment, the purchase of new software and the ongoing costs of site licences, the continual replacement of printer ink and toner, and the purchase of new technology, e.g. interactive whiteboards and new computers for student use.

COST FOR 2008

The cost for all year levels from Prep and Years 1 -7 is:

	General Contribution	ICT Maintenance and Upgrade Contribution	Total
Total to be paid by Friday 05 December	\$40.00 (\$10.00 per term)	\$10.00	\$50.00

This amounts to approximately \$1.20 per school week. Parents will need to make full payment by **Friday 05 December 2008** to ensure their children are issued with their school requirements in a timely fashion.

Parents will be issued with a receipt on payment of their Contribution.

SPECIFIC CONDITIONS

- ♦ Books and supplies are to be kept in good condition. Parents are welcome to cover books
- ♦ Students will be responsible for replacing items that have been used or lost. Teachers will remind students with a note regarding items that need replacing throughout the year
- ♦ Students will be responsible for the cost of books and supplies damaged or lost.
- ♦ All books and supplies remain the property of the student if the student leaves or at the end of the school year.
- ♦ Materials and resources provided under the General and ICT Maintenance and Upgrade Contributions cannot be issued to students whose parents/guardians choose not to participate

- All Contributions received by the school will be deposited into the school's general bank account which is subject to an annual audit by Education Queensland.
- If a student enrolls at the school during Term One, the full Contribution is payable. A pro-rata amount is payable if enrolment occurs during Terms Two, Three or Four.
- If a student leaves the school having paid the Contribution, a pro-rata refund will be made dependent on the length of the year the student has been enrolled.
- Parents of students who change school during the year are reminded that it is their responsibility to apply for a refund prior to leaving.
- Please telephone the Principal, Gwen Sands, on 5480 8222 if financial hardship exists, so that special arrangements can be made. All discussions will be held in confidence.

INVITATION

Our Booklist and Contribution scheme is discussed at the September meeting of the Parents & Citizens Association each year. Parents are invited to attend this meeting and express their opinions on the scheme. A vote is taken at this meeting each year as to the structure and continuation of the scheme.

EDUCATION QUEENSLAND POLICY AND GUIDELINES

The Contributions at Pomona State School operate under the policy and guidelines of Education Queensland and within the requirements of the *Education Act (General Provisions) 2006*. A copy of this policy and guidelines is available from the school upon request. Please call the office if you would like a copy.

WHAT ALL PARENTS/GUARDIANS NEED TO DO (whether participating or not)

<p>If you <u>WISH TO PARTICIPATE</u> in the General and ICT Contribution scheme, you must:</p> <ul style="list-style-type: none"> • Tick the 'Yes' box on the agreement/invoice; • Sign the agreement/invoice; • Attach payment and return both the agreement/invoice and payment to the school office. • A receipt will be issued upon payment • By arrangement, payment can be made over a number of weeks, eg. \$5.00 per week throughout Term 4 	<p>If you <u>DO NOT</u> wish to participate in the General and ICT Contribution System, you must:</p> <ul style="list-style-type: none"> • Tick the 'No' box on the agreement form; • Sign the agreement form; • Return the Agreement Form to the school office prior to Friday 05 December 2007. <p>PARENTS WHO DO NOT PARTICIPATE IN THE CONTRIBUTION SYSTEM WILL NEED TO PROVIDE ALL NECESSARY MATERIALS AND RESOURCES FOR THEIR CHILDREN.</p> <p>PLEASE SEE YOUR CHILD'S CLASS TEACHER FOR THE BEST WAY TO DO THIS.</p>
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AGREEMENT FORM and TAX INVOICE

Every parent/guardian must complete and sign this form (**one form for each student**) and return it to the school office. Cash, Cheques and EFTPOS facilities are available for parents to pay their Contribution.

Student's Given Name	Student's Family Name	Student's Year Level in 2009

Participation in the Contribution System

I have read and understand the conditions for membership of the school's General and ICT Contribution. I agree to be bound by those conditions. Please find attached my full payment of \$50.00

PARENT/CAREGIVER NAME

SIGNATURE

PHONE NUMBER

TAX INVOICE 2009	
General Contribution and ICT Maintenance and Upgrade Contribution (due on 05/12/08)	\$50.00

If paying by credit card: I hereby authorise Pomona State School to debit the amount of \$ _____

Bankcard **MasterCard** **Visa**

Card Number:

Expiry Date:

.....
Name of cardholder as it appears on the card

.....
Signature of cardholder