



Thangool State School

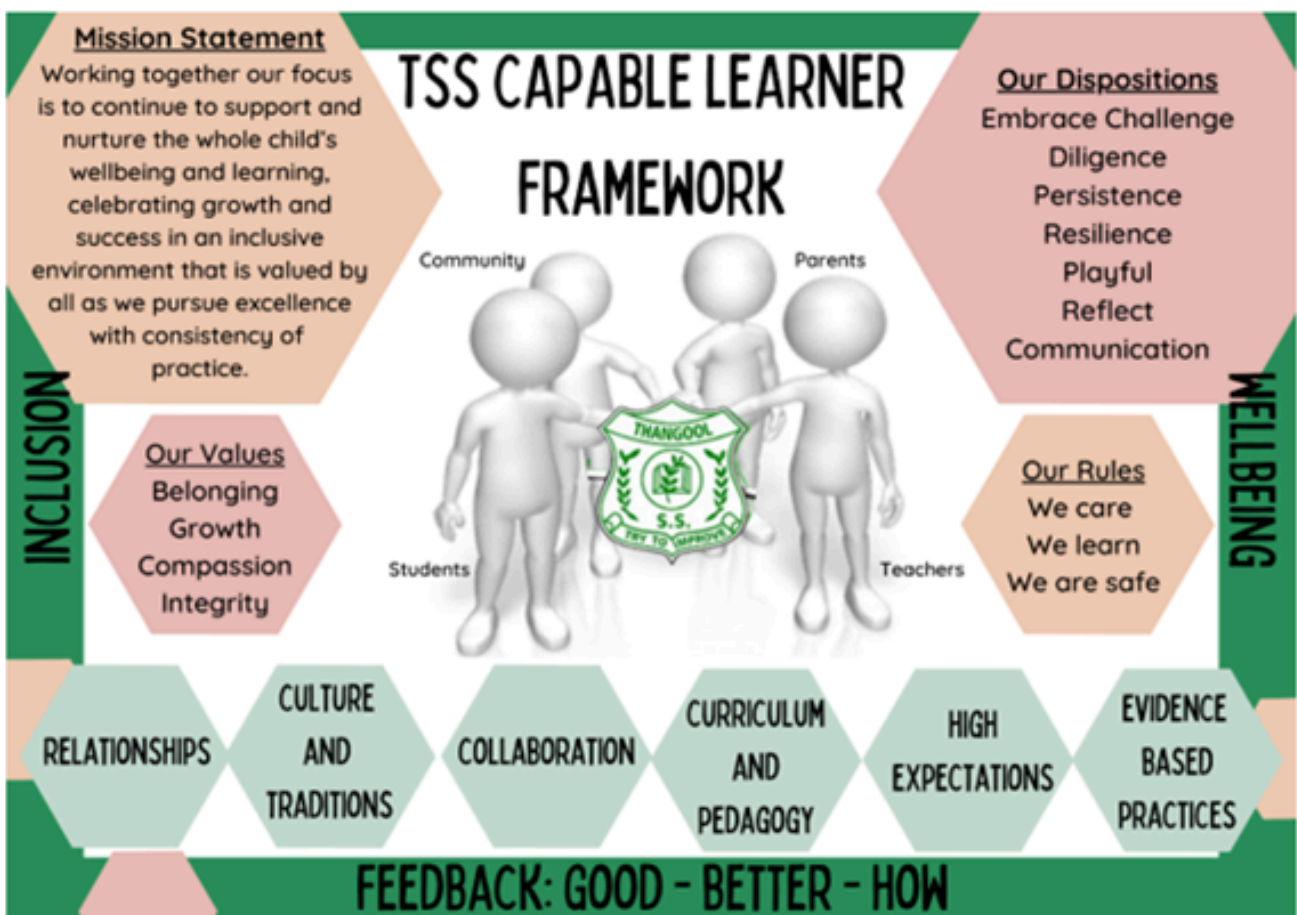


Enrolment Pack



Index

| | |
|---------------|----------------------------|
| Page 1: | Front Cover |
| Page 2: | Index |
| Page 3 - 12: | Enrolment Application |
| Page 13 - 14: | Enrolment Agreement |
| Page 15 - 18: | Media Consent Form |
| Page 19 - 22: | Student Internet Agreement |
| Page 23 - 26: | QP Parent Information |
| Page 27 - 28: | QKr Information |
| Page 29 - 30: | QKr Instructions |





Enrolment Application

Welcome to Thangool State School. We hope that by choosing our school, you gain every satisfaction with what State Education can offer to preparatory and primary school students.

The contents of this pack, provide a brief response to most questions parents have when their children enrol at Thangool State School and fulfil the legal requirements for enrolment at our School. By making yourself familiar with these contents, you will be helping your child settle in at Thangool. A green arrow line beside the information requires it to be completed and returned.

We aim to assist each child to achieve in a caring and secure environment. We will also use our professional experience to provide an education to suit your child.

We place the interests of your child first and will always be fair and honest with you.

If you require any more information, we would be delighted to meet you at a mutually convenient time. We will do everything we can to help you.

What to bring to enrol your child at Thangool School

- o Enrolment Application Form
- o Enrolment Agreement
- o Child's Birth Certificate or Passport
- o School Consent Form
- o School Network Agreement
- o School Third Party Network Agreement

We look forward to working with you and your family and hope you find your association with Thangool School rewarding and fulfilling.

Best wishes,

Fiona Byrne
Principal

School Office Use Only

- Child's Birth Certificate Sighted/Passport Recorded
- Completed and signed Enrolment Form
- Completed and signed Enrolment Agreement
- Completed and signed School Consent Form
- Completed and signed School Network Agreement
- Completed and signed School Third Party Network Agreement
- Entered into One School



Application for student enrolment form

INSTRUCTIONS

Please refer to the *Application to enrol in a Queensland state school* information sheet at the end of this form when completing this application. Completion and submission of this application form to the school does not confirm enrolment. The school will notify you of the outcome of your application as soon as practicable.

Failure or refusal to complete those sections of the form marked with an (*) or to provide required documentation may result in a refusal to process your application. These questions and your consent are considered necessary to ensure the school can undertake its administrative and care responsibilities.

Sections of the form not marked (*) are optional. However, failure to complete these sections may result in the school not being eligible for important Federal and State Government funding reliant on such information. Parents of all students in Australia have been asked to provide information on their family background as part of a national initiative towards providing an education system that is fair to all students, regardless of their background. The required information includes the Indigenous status and language background of the student, and the education, occupation and language background of the parents.

If you have any questions about the enrolment form or process, or require assistance completing this form, including translation services, please contact the school in the first instance.

PRIVACY STATEMENT

The Department of Education (DoE) is collecting the information on this form for the purposes outlined in the *Education (General Provisions) Act 2006* (Qld) (EGPA 2006), and in particular for:

- assessing whether your application for enrolment should be approved
- meeting reporting obligations required by law or under Federal – State Government funding arrangements
- administering and planning for providing appropriate education, training and support services to students
- assisting departmental staff to maintain the good order and management of schools, and to fulfil their duty of care to all students and staff
- communicating with students and parents.

This collection is authorised by ss. 155 and 428 of the EGPA 2006. DoE will disclose personal information from this form to the Queensland Curriculum and Assessment Authority when opening student accounts, in compliance with Part 3 of the *Education (Queensland Curriculum and Assessment Authority) Act 2014* (Qld).

Personal Information from this form will also be supplied to Centrelink in compliance with ss.194 and 195 of the *Social Security (Administration) Act 1999* (Cth). De-identified information concerning parents' school and non-school education, occupation group and main language other than English and students' country of birth, main language other than English, gender and Indigenous status, is supplied to the Australian Government Department of Education in compliance with Federal – State Government funding agreements.

Personal information collected on this form may also be disclosed to third parties where authorised or required by law. Your information will be stored securely. If you wish to access or correct any of the personal information on this form or discuss how it has been dealt with, please contact the school in the first instance. If you have a concern or complaint about the way your personal information has been collected, used, stored or disclosed, please also contact the school in the first instance.

PROSPECTIVE STUDENT DEMOGRAPHIC DETAILS

| | | | |
|--|---|--|----------------|
| Legal family name* (as per birth certificate) | | | |
| Legal given names* (as per birth certificate) | | | |
| Preferred family name | Preferred given names | | |
| Gender* | <input type="checkbox"/> Male <input type="checkbox"/> Female | Date of birth* | ____/____/____ |
| Copy of birth certificate available to show school staff* | <input type="checkbox"/> Yes <input type="checkbox"/> No | Enrolment may not be approved without enrolling staff sighting the prospective student's birth certificate. An alternative to birth certificate will be considered where it is not possible to obtain a birth certificate (e.g. prospective student born in country without birth registration system. Passport or visa documents will suffice). This does not include failure to register a birth or reluctance to order a birth certificate. The requirement to sight the birth certificate does not apply where the prospective student has been previously enrolled in a state school and a birth certificate has been sighted. For international students approved for enrolment by EQI, a passport or visa will be acceptable. | |
| For prospective mature age students, proof of identity supplied and copied* | <input type="checkbox"/> Yes <input type="checkbox"/> No | Prospective mature age students must provide photographic identification which proves their identity: <input type="checkbox"/> current driver's licence; or <input type="checkbox"/> adult proof of age card; or <input type="checkbox"/> current passport. | |

APPLICATION DETAILS

| | | | | |
|---|--|---|---------------|----------------|
| Has the prospective student ever attended a Queensland state school? | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, provide name of school and approximate date of enrolment. | | |
| What year level is the prospective student seeking to enrol in? | | Please provide the appropriate year level. | | |
| Proposed start date | ____/____/____ | Please provide the proposed starting date for the prospective student at this school. | | |
| Does the prospective student have a sibling attending this school or any other Queensland state school? | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, provide name of sibling, year level, date of birth, and school | Name: | |
| | | | Year Level | |
| | | | Date of birth | ____/____/____ |
| | | | School | |

INDIGENOUS STATUS

| | | | | |
|--|-----------------------------|-------------------------------------|---|---|
| Is the prospective student of Aboriginal or Torres Strait Islander origin? | <input type="checkbox"/> No | <input type="checkbox"/> Aboriginal | <input type="checkbox"/> Torres Strait Islander | <input type="checkbox"/> Both Aboriginal and Torres Strait Islander |
|--|-----------------------------|-------------------------------------|---|---|

FAMILY DETAILS

| Parents/carers | Parent/carer 1 | Parent/carer 2 |
|--|---|---|
| Family name* | | |
| Given names* | | |
| Title | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr |
| Gender | <input type="checkbox"/> Male <input type="checkbox"/> Female | <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Relationship to prospective student* | | |
| Is the parent/carer an emergency contact?* | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 1st Phone contact number* | Work/home/mobile | Work/home/mobile |
| 2nd Phone contact number* | Work/home/mobile | Work/home/mobile |
| 3rd Phone contact number* | Work/home/mobile | Work/home/mobile |
| Email | | |
| Occupation | | |
| What is the occupation group of the parent/carer? | <input type="checkbox"/> (Please select the parental occupation group from the list provided at the end of this form. If parent/carer 1 is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the last occupation. If parent/carer 1 has not been in paid work in the last 12 months, enter '8') | <input type="checkbox"/> (Please select the parental occupation group from the list provided at the end of this form. If parent/carer 2 is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the last occupation. If parent/carer 2 has not been in paid work in the last 12 months, enter '8') |
| Employer name | | |
| Country of birth | | |
| Does parent/carer 1 or parent/carer 2 speak a language other than English at home? (If more than one language, indicate the one that is spoken most often) | <input type="checkbox"/> No, English only <input type="checkbox"/> Yes, other – please specify _____ | <input type="checkbox"/> No, English only <input type="checkbox"/> Yes, other – please specify _____ |
| Needs interpreter? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is the parent/carer an Australian citizen? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is the parent/carer a permanent resident of Australia? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |

FAMILY DETAILS (continued)

| Parents/carers | Parent/carer 1 | | Parent/carer 2 | |
|---|---|----------|---|----------|
| Address line 1 | | | | |
| Address line 2 | | | | |
| Suburb/town | | | | |
| State | | Postcode | | Postcode |
| Mailing address (if it is the same as principal place of residence, write 'AS ABOVE') | | | | |
| Address line 1 | | | | |
| Address line 2 | | | | |
| Suburb/town | | | | |
| State | | Postcode | | Postcode |
| Parent/carer school education | What is the highest year of schooling parent/carer 1 has completed? (For people who have never attended school, mark 'Year 9 or equivalent or below') | | What is the highest year of schooling parent/carer 2 has completed? (For people who have never attended school, mark 'Year 9 or equivalent or below') | |
| Year 9 or equivalent or below | <input type="checkbox"/> | | <input type="checkbox"/> | |
| Year 10 or equivalent | <input type="checkbox"/> | | <input type="checkbox"/> | |
| Year 11 or equivalent | <input type="checkbox"/> | | <input type="checkbox"/> | |
| Year 12 or equivalent | <input type="checkbox"/> | | <input type="checkbox"/> | |
| Parent/carer non-school education | What is the level of the highest qualification parent/carer 1 has completed? | | What is the level of the highest qualification parent/carer 2 has completed? | |
| Certificate I to IV (including trade certificate) | <input type="checkbox"/> | | <input type="checkbox"/> | |
| Advanced | <input type="checkbox"/> | | <input type="checkbox"/> | |
| Diploma/Diploma | <input type="checkbox"/> | | <input type="checkbox"/> | |
| Bachelor degree or above | <input type="checkbox"/> | | <input type="checkbox"/> | |
| No non-school qualification | <input type="checkbox"/> | | <input type="checkbox"/> | |

COUNTRY OF BIRTH*

| | |
|--|--|
| In which country was the prospective student born? | <input type="checkbox"/> Australia |
| | <input type="checkbox"/> Other (please specify country) _____ |
| | Date of arrival in Australia ____/____/____ |
| Is the prospective student an Australian citizen? | <input type="checkbox"/> Yes <input type="checkbox"/> No (if no, evidence of the prospective student's immigration status to be completed) |

PROSPECTIVE STUDENT LANGUAGE DETAILS

| | |
|---|--|
| Does the prospective student speak a language other than English at home? | <input type="checkbox"/> No, English only |
| | <input type="checkbox"/> Yes, other – please specify _____ |

EVIDENCE OF PROSPECTIVE STUDENT'S IMMIGRATION STATUS (to be completed if this person is NOT an Australian citizen)*

| | | |
|--|--|--|
| <input type="checkbox"/> Permanent resident | Complete passport and visa details section below | |
| <input type="checkbox"/> Student visa holder | Date of arrival in Australia ____/____/____ | Date enrolment approved to: ____/____/____ |
| | EQI receipt number: | |
| <input type="checkbox"/> Temporary visa holder | Complete passport and visa details section below. Temporary visa holders must obtain an 'Approval to enrol in a state school' from EQI | |
| <input type="checkbox"/> Other, please specify | _____ | |

EVIDENCE OF PROSPECTIVE STUDENT'S IMMIGRATION STATUS*(continued)

Passport and visa details (to be completed for a prospective student who is NOT an Australian citizen). NOTE: A permanent resident will have a visa grant notification with an indefinite stay period indicated. For prospective students arriving in Australia as refugee or humanitarian entrants, either PLO 56 Immigration issued card or 'Document to travel to Australia' with 'stay indefinite' recorded must be sighted by the school.

| | | | |
|-----------------|--|----------------------------------|----------------|
| Passport number | | Passport expiry date | ____/____/____ |
| Visa number | | Visa expiry date (if applicable) | ____/____/____ |
| Visa sub class | | | |

PROSPECTIVE STUDENT'S PREVIOUS EDUCATION / ACTIVITY

| | |
|--|--|
| Where does the prospective student come from? | <input type="checkbox"/> Queensland <input type="checkbox"/> interstate <input type="checkbox"/> overseas |
| Previous education/activity | <input type="checkbox"/> Kindergarten <input type="checkbox"/> School <input type="checkbox"/> VET <input type="checkbox"/> Home education <input type="checkbox"/> Full-time employment <input type="checkbox"/> Part-time employment <input type="checkbox"/> Other |
| Please provide name and address of education provider/activity provider/employer | |

RELIGIOUS INSTRUCTION*

| | |
|--|---|
| <p>From Year 1, the prospective student may participate in religious instruction if it is available.</p> <p>If you tick 'No' or if the nominated religion is not represented within the school's religious instruction program, the prospective student will receive other instruction in a separate location during the period arranged for religious instruction.</p> <p>Parents/carers may change these arrangements at any time by notifying the principal in writing.</p> | <p>Do you want the prospective student to participate in religious instruction?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
| | <p>If 'Yes', please nominate the religion:</p> |
| | |

PROSPECTIVE STUDENT ADDRESS DETAILS*

| | | | |
|---|-------|----------|--|
| Principal place of residence address | | | |
| Address line 1 | | | |
| Address line 2 | | | |
| Suburb/town | State | Postcode | |
| Mailing address (if it is the same as principal place of residence, write 'AS ABOVE') | | | |
| Address line 1 | | | |
| Address line 2 | | | |
| Suburb/town | State | Postcode | |
| Email | | | |

EMERGENCY CONTACT DETAILS (Other emergency contact details if parents/carers listed previously are not emergency contacts or cannot be contacted. At least one emergency contact must be provided)*

| | Emergency contact | Emergency contact |
|---------------------------|-------------------|-------------------|
| Name | | |
| Relationship (e.g. aunt) | | |
| 1st phone contact number* | Work/home/mobile | Work/home/mobile |
| 2nd phone contact number* | Work/home/mobile | Work/home/mobile |
| 3rd phone contact number* | Work/home/mobile | Work/home/mobile |

PROSPECTIVE STUDENT MEDICAL INFORMATION (including allergies)***Privacy Statement**

The Department of Education (DoE) is collecting this medical information in order to address the medical needs of students during school hours as well as during school excursions, school camps, sports and other school activities. DoE will not use this information to make a decision about a prospective student's eligibility for enrolment. The information will only be used by authorised employees of the department and DoE will only record, use and disclose the medical information in accordance with the confidentiality provisions at Section 426 of the Education (General Provisions) Act 2006.

It is essential that the school is advised before the prospective student's first day of attendance if the prospective student has any medical conditions. The school administration staff must also be informed of any new medical conditions or a change to medical conditions as soon as they are known.

Should the prospective student need to take routine medication during school hours, the Parent consent to administer medication at school form must be completed before school staff can administer medication. All medication must be provided in the original container with a pharmacy label providing clear instructions for administration. For emergency medication the school will also require a doctor's letter containing detailed instructions and or a signed Action Plan / Emergency Health Plan. Parent consent and health plans must be reviewed annually. All original documentation will be retained at the office and copies of Action or Emergency Health Plans kept with the student.

| | | | |
|---|--|--|--|
| No known medical conditions | <input type="checkbox"/> | | |
| Medical condition (including allergies/sensitivities), symptoms and management (please refer to the list of medical condition categories provided) | | | |
| Medical condition (including allergies/sensitivities), symptoms and management (please refer to the list of medical condition categories provided) | | | |
| Medical condition (including allergies/sensitivities), symptoms and management (please refer to the list of medical condition categories provided) | | | |
| Does the prospective student require any medical aids or devices (such as glasses, contact lenses, prosthetics or orthotics)? This is for the purpose of informing planning for school activities such as sport and school excursions. | <input type="checkbox"/> No <input type="checkbox"/> Yes, please specify | | |
| Name of prospective student's medical practitioner (optional) | | Contact number of medical practitioner | |
| Medicare card number (optional) | | Position Number | |
| Cardholder name (if not in name of prospective student) | | | |
| Private health insurance company name (if covered) (optional) | | Private health insurance membership number (leave blank if company name is not provided) | |
| I authorise school staff to contact the prospective student's medical practitioner for the purposes of seeking advice in cases where an immediate but non-life threatening response is required (for instance, when the prospective student may be on an excursion or sporting event), and to provide Medicare card details if required? (answer only if medical practitioner and Medicare card details have been provided above) | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |

COURT ORDERS***Out-of-Home Care Arrangements***

Under the Child Protection Act 1999 when a Child Protection Order is approved by the Children's Court, the child is placed in out-of-home care (OOHC). Out-of-home care includes short or long term placement with an approved kinship or foster carer; in a supported independent living arrangement; in a safe house; and in residential care.

| | | |
|---|--|-------------|
| Is the prospective student identified as residing in out-of-home care? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If yes, what are the dates of the court order? Please provide a copy of the court order and/or the Authority to Care. | Commencement date | ___/___/___ |
| | End date | ___/___/___ |
| Contact details of the Child Safety Officer (if known) | Name | |
| | Phone number | |

Uncontrolled copy. Refer to the Department of Education Policy and Procedure Register at <https://ppr.qed.qld.gov.au/pp/enrolment-in-state-primary-secondary-and-special-schools-procedure> to ensure you have the most current version of this document

COURT ORDERS* (continued)**Family Court Orders***

Are there any current orders made pursuant to the Family Law Act 1975 concerning the welfare, safety or parenting arrangements of the prospective student?

Yes No

If yes, what are the dates of the court order? Please provide a copy of the court order.

Commencement date

/ /

End date

/ /

Other Court Orders*

Are there any other current court orders, such as a domestic violence order, concerning the welfare, safety or parenting arrangements of the prospective student?

Yes No

If yes, what are the dates of the court order? Please provide a copy of the court order.

Commencement date

/ /

End date

/ /

APPLICATION TO ENROL*

I hereby apply to enrol my child or myself at _____.

I understand that supplying false or incorrect information on this form may lead to the reversal of a decision to approve enrolment. I believe that the information I have supplied on this form is true and correct in every particular, to the best of my knowledge.

| | Parent/carer 1 | Parent/carer 2 | Prospective student (if student is mature age or independent) |
|-----------|----------------|----------------|---|
| Signature | | | |
| Date | / / | / / | / / |

Office use only

| | | | | | | | |
|--|--|---|--|---|--|---|--|
| Enrolment decision | | <p>Has the prospective student been accepted for enrolment? <input type="checkbox"/> Yes <input type="checkbox"/> No (applicant advised in writing)</p> <p>If no, indicate reason:</p> <p><input type="checkbox"/> Does not meet School EMP or Enrolment Eligibility Plan requirements</p> <p><input type="checkbox"/> Prospective student is mature age and school is not a mature age state school</p> <p><input type="checkbox"/> Does not meet Prep age eligibility requirement</p> <p><input type="checkbox"/> Prospective student is subject to suspension from a state school at the time of enrolment application</p> <p><input type="checkbox"/> Does not meet requirements for enrolment in a state special school</p> <p><input type="checkbox"/> Does not have an approved flexible arrangement with the school</p> <p><input type="checkbox"/> School does not offer year level prospective student is seeking to be enrolled in</p> <p><input type="checkbox"/> Prospective student has no remaining semester allocation of state education</p> | | | | | |
| Date enrolment processed | / / | Year level | | Roll Class | | EQ ID | |
| Independent student | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | Birth certificate/passport sighted, number recorded and DOB confirmed | | <input type="checkbox"/> Yes <input type="checkbox"/> No Number: | |
| Is the prospective student over 18 years of age at the time of enrolment? | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |
| If yes, is the prospective student exempt from the mature age student process? | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |
| If no, has the prospective mature age student consented to a criminal history check? | | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |
| School house/team | | | | EAL/D support | | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> To be determined | |
| FTE | | Associated unit | | Visa and associated documents sighted | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| EQI category | | | | SV – student visa | | EX – exchange student | |
| | | | | TV – temporary visa | | DE – distance education | |
| | | | | DS – dependent – parent on student visa | | | |

Parental occupation groups for use with parent/carer details

Group 1: Senior management in large business organisation, government administration and defence, and qualified professionals

Senior executive/manager/department head in industry, commerce, media or other large organisation.

Public service manager [section head or above], regional director, health/education/police/fire services administrator

Other administrator [school principal, faculty head/dean, library/museum/gallery director, research facility director]

Defence Forces commissioned officer

Professionals generally have degrees or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others

Health, education, law, social welfare, engineering, science, computing professional

Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]

Air/sea transport [aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller].

Group 2: Other business managers, arts/media/sportspeople and associate professionals

Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business

Specialist manager [finance/engineering/production/personnel/industrial relations/sales/marketing]

Financial services manager [bank branch manager, finance/investment/insurance broker, credit/loans officer]

Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]

Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof-reader, sportsperson, coach, trainer, sports official]

Associate professionals generally have diploma/technical qualifications and support managers and professionals

Health, education, law, social welfare, engineering, science, computing technician/associate professional

Business/administration [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]

Defence Forces senior Non-Commissioned Officer.

Group 3: Tradespeople, clerks and skilled office, sales and service staff

Tradespeople generally have completed a four year trade certificate, usually by apprenticeship. All tradespeople are included in this group

Clerks [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk]

Skilled office, sales and service staff:

Office [secretary, personal assistant, desktop publishing operator, switchboard operator]

Sales [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher]

Service [aged/disabled/refugee/childcare worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor].

Group 4: Machine operators, hospitality staff, assistants, labourers and related workers

Drivers, mobile plant, production/processing machinery and other machinery operators

Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, porter, housekeeper]

Office assistants, sales assistants and other assistants:

Office [typist, word processing/data entry/business machine operator, receptionist, office assistant]

Sales [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker]

Assistant/aide [trades' assistant, school/teacher aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]

Labourers and related workers

Defence Forces ranks below senior NCO not included above

Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farmhand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]

Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor].

Group 8: Have not been in paid work in the last 12 months

State schools standardised medical condition category list

| |
|--|
| Acquired brain injury |
| Allergies/Sensitivities |
| Anaphylaxis |
| Airway/lung/breathing - Oxygen required (continuously/periodically) |
| Airway/lung/breathing - Suctioning |
| Airway/lung/breathing - Tracheostomy |
| Airway/lung/breathing - Other |
| Artificial feeding - Gastrostomy device (tube or button) |
| Artificial feeding - Nasogastric tube |
| Artificial feeding - Jejunostomy tube |
| Artificial feeding - Other |
| Asthma |
| Asthma – student self-administers medication |
| Attention-deficit /Hyperactivity disorder (ADHD) |
| Autism Spectrum Disorder (ASD) |
| Bladder and bowel - Urinary wetting, incontinence |
| Bladder and bowel - Faecal soiling, constipation, incontinence |
| Bladder and bowel - Catheterisation (continuous, clean intermittent) |
| Bladder and bowel - Stoma site, urostomy, Mitrofanoff, MACE, Chair |
| Bladder and bowel - Other |
| Blood disorders - Haemophilia |
| Blood disorders - Thalassaemia |
| Blood disorders - Other |
| Cancer/oncology |
| Coeliac disease |
| Cystic Fibrosis |
| Diabetes - type one |
| Diabetes - type two |
| Ear/hearing disorders - Otitis Media (middle ear infection) |
| Ear/hearing disorders - Hearing loss |
| Ear/hearing disorders - Other |
| Epilepsy - Seizure |
| Eye/vision disorders |
| Endocrine disorder - Adrenal hypoplasia, pituitary, thyroid |
| Heart/cardiac conditions - Heart valve disorders |
| Heart/cardiac conditions - Heart genetic malformations |
| Heart/cardiac conditions - other |
| Mental Health - Depression |
| Mental Health - Anxiety |
| Mental Health - Oppositional defiant disorder |
| Mental Health - Other |
| Muscle/bone/musculoskeletal disorders - spasticity (Baclofen Pump) |
| Muscle/bone/musculoskeletal disorders - Other |
| Skin Disorders - eczema |
| Skin Disorders - psoriasis |
| Swallowing/dysphagia - requiring modified foods |
| Swallowing/dysphagia - requiring artificial feeding |
| Transfer & positioning difficulties |
| Travel/motion sickness |
| Other |

Application to enrol in a Queensland state school

This sheet contains information on how to complete the Application for student enrolment form (SEF-1 Version 8).

Entitlement to enrolment

Under the *Education (General Provisions) Act 2006 (Qld)* a state school must enrol a prospective student if they are entitled to enrolment. While not exhaustive, the following matters may affect a prospective student's entitlement to enrol in a state school:

- if the school has a School Enrolment Management Plan or an Enrolment Eligibility Plan (enrolment is subject to eligibility under the plan)
- the applicant is a prospective mature age student (the applicant can only apply for enrolment at a mature age state school and will be subject to a satisfactory criminal history check, or as a student in a program of distance education. All prospective mature age students must have a remaining allocation of state education.)
- the prospective student is not of correct age for enrolment (relates to Preparatory Year and Years 1 to 6)
- the prospective student has been excluded, or is subject to suspension from a state school at the time of the application
- the school principal reasonably believes that the prospective student presents an unacceptable risk to the safety or wellbeing of members of the school community (application is referred to the Director-General)
- the school is a state special school and the prospective student does not meet the criteria for enrolment in a special school
- the proposed enrolment requires approval as part of a flexible arrangement under s.183 of the *Education (General Provisions) Act 2006 (Qld)*, and the arrangement has not yet been approved
- the prospective student is not an Australian resident or citizen or the child of an Australian permanent resident or citizen (visa restrictions may apply, fees may be charged, in some cases legislation requires that the prospective student must obtain approval from the Chief Executive via Education Queensland International (EQI) to enrol)
- the school does not offer the year level that the prospective student should be enrolled in
- the prospective student has no remaining semester allocation of state education. Enrolment cannot proceed until additional semesters are applied for by the prospective student (or parent on their behalf) and granted.

Prospective student

A prospective student is a person who has applied to enrol at a state school but who has not yet been accepted for enrolment.

Parent's occupation and education

All parents across Australia, no matter which school their child attends, are asked to provide information about family background (answering this question is optional). The main purpose of collecting this information is to promote an education system which is fair for all Australian students regardless of their background.

Court Orders

Any court orders concerning the prospective student's welfare, safety or parenting arrangements should be provided to the school, and the school should also be provided with any new or updated orders.

Name on enrolment form

A prospective student should be enrolled under their legal name as per their birth certificate. There is provision to also record a preferred family and/or given name. The preferred name will be used on internal school documents such as class rolls. The legal name will appear on semester reports unless there is a specific request to use the preferred name only. This request can come from parents/carers or the student (if the student is independent/mature age).

Gender

Information about gender is supplied to the Federal Government to comply with State funding agreements. The gender category with which a person identifies may not match the sex they were assigned at birth. There is no requirement for a student's gender recorded on this form to align with the sex shown on their birth certificate or passport.

Religious Instruction

Religious instruction is a program approved and provided by a religious denomination or religious society. Other instruction relates to part of a subject area that has been covered within the curriculum and may include, but is not limited to, personal research and/or assignments, revision of class work, and wider reading. Information about religious instruction available at the school, and about other instruction, is provided by the school at the time of enrolment and on the school's website.



Student's Name: _____

Enrolment Agreement – Thangool State School

This enrolment agreement sets out the responsibilities of the student, parents or carers and the school staff about the education of students enrolled at Thangool State School.

Responsibility of student to:

- attend school regularly, on time, ready to learn and take part in school activities
- act at all times with respect and show tolerance towards other students and staff
- work hard and comply with requests or directions from the teacher, teacher aides, administration staff and principal
- abide by school rules, meet homework requirements and wear school's uniform
- respect the school environment.

Responsibility of parents to:

- attend open evenings for parents
- let the school know if there are any problems that may affect my child's ability to learn inform
- school of reason for any absence
- treat school staff with respect and tolerance
- support the authority and discipline of the school enabling my child to achieve maturity, self discipline and self control
- abide by school's policy regarding access to school grounds before, during and after school hours.

Responsibility of school to:

- develop each individual student's talent as fully as possible
- inform parents and carers regularly about how their children are progressing
- inform students, parents and carers about what the teachers aim to teach the students each term
- teach effectively and to set the highest standards in work and behaviour
- take reasonable steps to ensure the safety, happiness and self-confidence of all students
- be open and welcoming at all reasonable times and offer opportunities for parents and carers to become involved in the school community
- clearly articulate the school's expectations regarding the responsible behaviour plan for students and the school's dress code policy
- ensure that the parent is aware of the school's record-keeping policy including the creation of a transfer note should the student enrol at another school
- set, mark and monitor homework regularly in keeping with the school's homework policy
- contact parents and carers as soon as is possible if the school is concerned about the child's school work, behaviour, attendance or punctuality
- deal with complaints in an open, fair and transparent manner
- consult parents on any major issues affecting students
- treat students and parents with respect and tolerance.

I accept the rules and regulations of the Thangool State School as stated in the school policies that have been provided to me as follows:

These are separate documents:

- Responsible Behaviour Plan for Students
- Student usage of internet, intranet and extranet
- Consent to use Copyright Material, Image, Recording or Name

Prospectus (contained within)

- Student Dress Code
- Homework Policy
- School Charges and voluntary contributions
- Absences
- School Excursions
- Complaints management
- Appropriate Use of Mobile Telephones and other Electronic Equipment by Students

EmergencyProcedures

Should your child become seriously ill, or receive a severe injury at school, it is school policy to phone the ambulance and the parents (if possible). If medical treatment is required, and if parents have not been contacted, we will send the child to Biloela Hospital by ambulance.

SMSMessages

We currently use SMS messages to advise parents if their child is absent from school and the school has not been advised of the reason for their absence. In the event of an emergency(eg flood, natural disaster or evacuation), we currently use a bulk text message to notify all parents. Please ensure that we have the correct phone numbers at all times.

Email Address:

The school contacts parents by email when necessary. It is a useful tool for quick and easy communication between parents and teachers. Please provide an email address we may contact you on.

Email: _____

DualMailOut:

In some cases parents may not reside at the same residential address as their children. In this circumstance the school is happy to send a "dual mail out". If you would like another parent/guardian (living at a different address) to receive information the schools mail out please complete the section below.

Student Name (s) and Year Level: _____

Parent Name: _____

Address: _____

Email Address: _____

Please tick

- Reports Newsletter All correspondence All communications

I acknowledge that information about the school's current programs and services has been explained to me.

Student Signature: Parent/Carer Signature: On behalf of Thangool State School:

.....

Parent/Carer Name:

.....



MEDIA CONSENT

Introduction to the State School Consent Form (attached) for Thangool State School

This letter is to inform you about how we will use your child's personal information and student materials. It outlines:

- what information we record
- how we will use student materials created during your child's enrolment.

Examples of personal information which may be used and disclosed (subject to consent) include part of a person's name, image/photograph, voice/video recording or year level.

Your child's student materials:

- are created by your child whether as an individual or part of a team
- may identify each person who contributed to the creation
- may represent Indigenous knowledge or culture.

Purpose of the consent

It is the school's usual practice to take photographs or record images of students and occasionally to publish limited personal information and student materials for the purpose of celebrating student achievement and promoting the school and more broadly celebrating Queensland education.

To achieve this, the school may use newsletters, its website, traditional media, social media or other new media as listed in the 'Media Sources' section below.

The State School Consent Form may, at your discretion, provide consent for personal information and a licence for the student materials to be published online or in other public forums. It also allows your child's personal information and student materials to be presented in part or alongside other students' achievements.

The school needs to receive consent in writing before it uses or discloses your child's personal information or student materials in a public forum. The attached form is a record of the consent provided.

It should be noted that in some instances the school may be required by the *Education (General Provisions) Act 2006* (Qld) or by law to record, use or disclose the student's personal information or materials without consent (e.g. assessment of student materials does not require further consent).

Voluntary

There will not be any negative repercussions for not completing the State School Consent Form or for giving limited consent. All students will continue to receive their education regardless of whether consent is given or not.

Consent may be limited or withdrawn

Consent may be limited or withdrawn at any time by you.

If you wish to limit or withdraw consent please notify the school in writing (by email or letter). The school will confirm the receipt of your request via email if you provide an email address.

If in doubt, the school may treat a notice to limit consent as a comprehensive withdrawal of consent until the limit is clarified to the school's satisfaction.

Due to the nature of the internet and social media (which distributes and copies information), it may not be possible for all copies of information (including images of student materials) once published by consent, to be deleted or restricted from use.

The school may take down content that is under its direct control, however, published information and materials cannot be deleted and the school is under no obligation to communicate changes to consent with other entities/ third parties.

Media sources used

Following is a list of online and social media websites and traditional media sources where the school may publish your child's personal information or student materials subject to your consent.

- School website: <https://thangoolss.eq.edu.au/>
- Facebook: <https://www.facebook.com/ThangoolStateSchool/>
- YouTube: N/A
- Instagram: thangoolschool
- Twitter: N/A
- LinkedIn: N/A
- Other: QSchools app, promotional material
- Local newspaper
- School newsletter
- Traditional and online media, printed materials, digital platforms' promotional materials, presentations and displays.

The State School Consent Form does not extend to P&C run social media accounts or activities, or external organisations.

Duration

The consent applies for the period of enrolment or another period as stated in the State School Consent Form, or until you decide to limit or withdraw your consent.

During the school year there may be circumstances where the school or Department of Education may seek additional consent.

Who to contact

To return a consent, express a limited consent or withdraw consent please contact Enrolments Officer admin@thangoolss.eq.edu.au, 07 49900333.

The Enrolment Officer should be contacted if you have any questions regarding consent.

State School Consent Form

1 IDENTIFY THE PERSON TO WHOM THE CONSENT RELATES

- **Parent/carer to complete**
- **Mature/independent students may complete on their own behalf** (if under 18 a witness is required).

(a) Full name of individual:

(b) Date of birth:

(c) Name of school:

(d) Name to be used in association with the person's personal information and materials* (please select):

Full Name First Name No Name Other Name

**Please note, if no selection is made, only the individual's first name will be used by the school. However, the school may choose not to use a student's name at its discretion.*

2 PERSONAL INFORMATION AND MATERIALS COVERED BY THIS CONSENT FORM

(a) **Personal information** that may identify the person in section 1:

Name (as indicated in section 1) Image/photograph School name

Recording (voices and/or video) Year level

(b) **Materials** created by the person in section 1:

Sound recording Artistic work Written work Video or image

Software Music score Dramatic work

3 APPROVED PURPOSE

If consent is given in section 6 of the form:

- The personal information and materials (as detailed in section 2) may be recorded, used and/or disclosed (published) by the school, the Department of Education (DoE) and the Queensland Government for the following purposes:
 - Any activities engaged in during the ordinary course of the provision of education (including assessment), or other purposes associated with the operation and management of the school or DoE including to publicly celebrate success, advertising, public relations, marketing, promotional materials, presentations, competitions and displays.
 - Promoting the success of the person in section 1, including their academic, sporting or cultural achievements.
 - Any other activities identified in section 4(b) below.
- The personal information and materials (as detailed in section 2) may be disclosed (published) for the above purposes in the following:
 - the school's newsletter and/or website;
 - social media accounts, other internet sites, traditional media and other sources identified in the 'Media Sources' section of the explanatory letter (attached);
 - year books/annuals;
 - promotional/advertising materials; and
 - presentations and displays.

4 TIMEFRAME FOR CONSENT

School representative to complete.

(a) Timeframe of consent: duration of enrolment.

(b) Further identified activities not listed in the form and letter for the above timeframe: N/A

5 LIMITATION OF CONSENT

The Individual and/or parent wishes to limit consent in the following way:

6 CONSENT AND AGREEMENT

CONSENTER – I am (tick the applicable box):

- parent/carer of the identified person in section 1
- the identified person in section 1 (if a mature/independent student or employee including volunteers)
- recognised representative for the Indigenous knowledge or culture expressed by the materials

I have read the explanatory letter, or it has been read to me. I have had the opportunity to ask questions about it and any questions that I have asked have been answered to my satisfaction. By signing below, I consent to the school recording, using and/or disclosing (publishing) the personal information and materials identified in section 2 for the purposes detailed in section 3.

By signing below, I also agree that this State School Consent form is binding. For the benefit of having the materials (detailed in section 2) promoted as DoE may determine, I grant a licence for such materials for this purpose. I acknowledge I remain responsible to promptly notify the school of any third party intellectual property incorporated into the licensed materials. I accept that attribution of the identified person in section 1 as an author or performer of the licensed materials may not occur. I accept that the materials licensed may be blended with other materials and the licensed materials may not be reproduced in their entirety.

Print name of student

Print name of consenter

Signature or mark of consenter

Date

Signature or mark of student (if applicable)

Date

SPECIAL CIRCUMSTANCES

If the form is required to be read out (whether in English or in an alternative language or dialect) to a parent/carer or Individual student; or when the consenter is an independent student and under 18 the section below must be completed.

WITNESS – for consent from an independent student or where the explanatory letter and State School Consent Form were read

I have witnessed the signature of an independent student, or the accurate reading of the explanatory letter and the State School Consent Form was completed in accordance with the instruction of the potential consenter. The individual has had the opportunity to ask questions. I confirm that the individual has given consent freely and I understand the person understood the implications.

Print name of witness

Signature of witness

Date

Statement by the person taking consent – when it is read

I have accurately read out the explanatory letter and State School Consent Form to the potential consenter, and to the best of my ability made sure that the person understands that the following will be done:

1. the identified materials will be used in accordance with the State School Consent Form
2. reference to the identified person will be in the manner consented
3. in accordance with procedures DoE will cease using the identified materials from the date DoE receives a written withdrawal of consent.

I confirm that the person was given an opportunity to ask questions about the explanatory letter and State School Consent Form, and all the questions asked by the consenter have been answered correctly and to the best of my ability. I confirm that the individual has not been coerced into giving consent, and the consent has been given freely and voluntarily.

A copy of the explanatory letter has been provided to the consenter.

Print name and role of person taking the consent

Signature of person taking the consent

Date

Privacy Notice

The Department of Education (DoE) is collecting your personal information on this form in order to obtain consent for the use and disclosure of the student's personal information. The information will be used and disclosed by authorised school employees for the purposes outlined on the form. Student personal information collected on this form may also be used or disclosed to third parties where authorised or required by law. This information will be stored securely. If you wish to access or correct any of the personal student information on this form or discuss how it has been dealt with, please contact your student's school in the first instance.



Student Internet Access Agreement

To Student/Parent/Guardian,

In accordance with Education Queensland Policy, students are required to complete an Internet Access Agreement as shown below if they wish to use the Internet while they are enrolled at Thangool State School.

STUDENT

Students Name: _____

I understand that the Internet can connect me to a lot of useful information stored on computers around the world.

While I have access to the Internet:

- I will use it only for educational purposes
- I will not look for, nor send, anything that is illegal, dangerous or offensive
- If I accidentally come across something that is illegal, dangerous or offensive, I will:
 - (a) Clear any offensive pictures or information from my screen and
 - (b) immediately and quietly inform my teacher.
- I will not reveal personal information including home addresses, phone numbers or email addresses – mine or anyone else.
- I will not use the Internet to annoy, bully or offend anyone else
- I will not arrange to meet with anyone who I have contacted through the Internet without my parent or guardian's permission.
- If I receive inappropriate emails at school, I will tell my teacher. If I receive any at home, I will tell my parents/guardian.
- I will be courteous and polite and use appropriate language when communicating on the Internet.
- I will not download material without the permission of the classroom teacher at school.
- I will not claim the work of others as my own – this is plagiarism

Use of Computers

- I must not vandalise or harm the computer equipment and furniture in any way.
- I must not alter the setup of any part of the computer e.g. Desktop icons or screen pictures
- I understand that I must not share my username and password with anyone else, as I am responsible for every action resulting from the use of my username.
- I must treat the computer equipment with respect

I understand that if the school decides I have broken these rules, appropriate action will be taken. This may include the loss of my School Internet & Computer Access privileges.

PARENT OR GUARDIAN

I understand that the school provides my child with access to the school's information and communication technology (ICT) services, facilities and devices (including the internet) for valuable learning experiences. In regard to internet access, I understand that this will give my child access to information from around the world; that the school cannot control what is available online; and that a small part of that information can be illegal, dangerous or offensive.

I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information should depend upon responsible use by my child. Additionally, I will ensure that my child understands and adheres to the school's appropriate behaviour requirements and will not engage in inappropriate use of the school's ICT services, facilities and devices. Furthermore, I will advise the school if any inappropriate material is received by my child that may have come from the school or from other students.

I understand that the school is not responsible for safeguarding information stored by my child on a departmentally owned student computer or mobile device.

I understand that the school may remotely access the departmentally owned student computer or mobile device for management purposes.

I believe _____ (name of student) understands this responsibility, and I hereby give my permission for him/her to access and use the school's ICT services, facilities and devices (including the internet) under the school rules. I understand where inappropriate online behaviours negatively affect the good order and management of the school, the school may commence disciplinary actions in line with this user agreement or the [Student Code of Conduct](#). This may include loss of access and usage of the school's ICT services, facilities and devices for some time.

I have read and understood this agreement and the [Student Code of Conduct](#).

I agree to abide by the above Internet User Agreement.

_____ (Parent/Guardian's name)

_____ (Parent/Guardian's signature) _____ (Date)

Student Name: _____

Student Signature: _____ (year 4 and above)

Students in Year 4 – 6 will receive further instructions in the classroom around the Responsible and Safe Use of the Internet.

Information for parents

Purpose statement

- Information and communication technology (ICT), including access to and use of the internet and email, are essential tools for schools in the provision of innovative educational programs.
- Schools are constantly exploring new and innovative ways to incorporate safe and secure ICT use into the educational program.
- School students, only with the approval of the principal, may be permitted limited connection of personally-owned mobile devices to the department's network, where this benefits the student's educational program.

Authorisation and controls

The principal reserves the right to restrict student access to the school's ICT services, facilities and devices if access and usage requirements are not met or are breached. However restricted access will not disrupt the provision of the student's educational program. For example, a student with restricted school network access may be allocated a stand-alone computer to continue their educational program activities.

The Department of Education monitors access to and use of its network. For example, email and internet monitoring occurs to identify inappropriate use, protect system security and maintain system performance in determining compliance with state and departmental policy.

The department may conduct security audits and scans and restrict or deny access to the department's network by any personal mobile device if there is any suspicion that the integrity of the network might be at risk.

Responsibilities for using the school's ICT facilities and devices

- Students are expected to demonstrate safe, lawful and ethical behaviour when using the school's ICT network as outlined in the [Student Code of Conduct](#).
- Students are to be aware of occupational health and safety issues when using computers and other learning devices.
- Parents/guardians are also responsible for ensuring students understand the school's ICT access and usage requirements, including the acceptable and unacceptable behaviour requirements.
- Parents/guardians are responsible for appropriate internet use by students outside the school environment when using a school-owned or school-provided mobile device.
- The school will [educate students](#) (DoE employees only) regarding cyber bullying, safe internet and email practices, and health and safety regarding the physical use of ICT devices. Students have a responsibility to adopt these safe practices.
- Use of the school's ICT network is secured with a username and password. The password must be difficult enough so that it cannot be guessed by other users and is to be kept private by the student and not divulged to other individuals (e.g. a student should not share their username and password with fellow students).
- Students cannot use another student's or staff member's username or password to access the school network. This includes not browsing or accessing another person's files, home or local drive, email or accessing unauthorised network drives or systems. Additionally, students should not divulge personal information (e.g. name, parent's name, address, phone numbers), via the internet or email, to unknown entities or for reasons other than to fulfil the educational program requirements of the school.
- Students need to understand that copying software, information, graphics or other data files may violate copyright laws without warning and be subject to prosecution from enforcement agencies.

Acceptable/appropriate use/behaviour by a student

It is acceptable for students while at school to:

- use mobile devices for:
 - assigned class work and assignments set by teachers
 - developing appropriate literacy, communication and information skills
 - authoring text, artwork, audio and visual material for publication on the intranet or internet for educational purposes as supervised and approved by the school
 - conducting general research for school activities and projects
 - communicating or collaborating with other students, teachers, their parents or experts in relation to school work
 - accessing online references such as dictionaries, encyclopaedias, etc.
researching and learning through the department's eLearning environment
- be courteous, considerate and respectful of others when using a mobile device
- switch off and place out of sight the mobile device during classes, when these devices are not being used in a teacher-directed activity to enhance learning
- use their personal mobile device for private use before or after school, or during recess and lunch breaks, in accordance with [Student Code of Conduct](#)
- seek teacher's approval where they wish to use a mobile device under special circumstances.

Unacceptable/inappropriate use/behaviour by a student

It is unacceptable for students while at school to:

- use a mobile device in an unlawful manner
- download, distribute or publish offensive messages or pictures
- use obscene, inflammatory, racist, discriminatory or derogatory language
- use language and/or threats of violence that may amount to bullying and/or harassment, or stalking
- insult, harass or attack others or use obscene or abusive language
- deliberately waste printing and internet resources
- damage computers, printers or network equipment
- commit plagiarism or violate copyright laws
- ignore teacher directions regarding the use of social media, online email and internet chat
- send chain letters or spam email (junk mail)
- share their own or others' personal information and/or images which could result in risk to themselves or another person's safety
- knowingly download viruses or any other programs capable of breaching the department's network security
- use in-phone cameras inappropriately, such as in change rooms or toilets
- invade someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc.) of such material
- use the mobile phone (including those with Bluetooth functionality) to cheat during exams or assessments
- take into or use mobile devices at exams or during class assessment unless expressly permitted by school employees.

The Department of Education through its [Information privacy breach and privacy complaints](#) procedure is collecting your personal information in accordance with the [Education \(General Provisions\) Act 2006 \(Qld\)](#) in order to ensure:

- appropriate usage of the school network
- appropriate usage of personal mobile devices within the school network.

The information will only be accessed by authorised school employees to ensure compliance with its [Information privacy breach and privacy complaints](#) procedure. Personal information collected on this form may also be disclosed to third parties where authorised or required by law. Your information will be stored securely. If you wish to access or correct any of the personal information on this form or discuss how it has been dealt with, please contact your child's school. If you have a concern or complaint about the way your personal information has been collected, used, stored or disclosed, please also contact your child's school.



Thangool State School

PO Box 5, Thangool Qld 4716 • Ph: 4990 0333

Email: principal@thangoolss.eq.edu.au

QParents at Thangool State School

Dear Parents and Carers,

Thangool State School is using the QParents app to complete a range of key administration tasks. This will include, but is not limited to:

- Recording and managing online consents and permissions
- Updates to media consents as required.
- Excursions

Given the rapid evolution of online resources and the ongoing introduction of new education tools, the transition to an online consent system will greatly enhance the school's capacity to manage these resources efficiently. The adoption of this new process will streamline the consent process with the aim of reducing the need for hard copy permission forms each time consent for a new digital resource is required.

Excursion permission forms will also be sent digitally, allowing parents to fill out the forms electronically, reducing the need for hard copy permission forms to be sent home. Hard copies will be available on request.

We appreciate your support as we move towards this more sustainable and effective method of managing the consent process at our school.

What is QParents?

The QParents web and mobile application provides parents with secure, online access to their child's student information, including:

- Attendance and absence details, as well as the ability to notify the school of a future absence.
- Digital consent forms and managing permissions.
- Behaviour information
- Academic report cards
- Viewing unpaid invoice details, payment history, and making payments online
- Viewing and updating personal student details, including medical conditions and address
- Enrolment details
- Upcoming events list showing school events, exam and assessment dates, and excursions.
- Engaging in their child's learning journey.

QParents Account Owner

- The school will invite parents for each student to be QParents Account Owners (QPAOs). QPAOs will be able to register for QParents to access and manage their child's student information online and submit update requests.
- QPAOs can also invite another person to view a student's information in QParents as a 'Delegated Viewer'. The QPAO nominate which information can be viewed as the delegated viewer cannot make updates.

Registering for QParents

Creating a QParents account involves a 4-step registration process. You will need to have your child's EQ ID (their Education Queensland identification number) in order to complete your QParents registration. **This information will be provided in further communications.**

Step 1 - receive an email from no.reply@qparents.qld.edu.au with a unique invitation code and select the link to register.

Step 2 – verify your identity with 100 points of ID (this must be done on a computer or laptop)

Step 3 - create a QParents account using an email address.

Step 4 – add your child to the account using their student EQ ID

Once your child has been added, a request will be sent to us for final review and approval. This process protects the security of your child's student information.

Identity verification

QParents offers two options for identity verification – online and offline.

For fully online verification (the fastest option), you will need to verify 100 points of the following identity documents:

| | | | |
|------------------------------|--------|-------------------------------------|--------|
| Australian Passport | 50 pts | Australian Marriage Certificate | 40 pts |
| Australian Driver Licence | 50 pts | Australian Citizenship Certificate | 40 pts |
| Australian Birth Certificate | 50 pts | Change of Name Certificate | 40 pts |
| Medicare Card | 20 pts | Australian Visa (foreign passports) | 20 pts |

If you cannot verify 100 points of the above ID documents online, you may still register for QParents, but you will need to attend the school to verify documentation in person after you have registered online.

Full instructions on how to verify your documents and what you may need to bring to the school will be provided as part of the invitation and registration process.

Student information security

QParents is a secure portal that meets strict industry standards and all student information presented in QParents is surfaced from the OneSchool system used by Queensland state schools.

For more information see <https://education.qld.gov.au/parents-and-carers/school-information/qparents>

Attached to this letter is a QParents fact sheet and a preparing for QParents form. Please complete the required information and return to school by Monday 8th December 2025. Parents will receive their invitation at the beginning of the 2026 school year.

Thangool State School is excited to offer QParents so you can enjoy convenient and streamlined engagement with our school.

Yours in education,

Ms Fiona Byrne

Principal

QParents Registration process for parents

Before you register as a QParents account owner, you will need to have:

1. Your QParents invitation email
2. 100 points of ID documents (see item 1)
3. Your child/children's EQID (Education Queensland identification) (see item 3)

Click on the link in the QParents invitation email.

1

Register as a QParents Account Owner

Dear John

You have been nominated as the QParents Account Owner for Janie Citizen by Purple State School

To register for QParents you will need:

1. Your unique invitation code
2. 100 points of identification to verify your identity online
3. Your child's (or children's) EQID(s)

click here to begin the registration process



2

You will be taken to the QParents portal with your unique invitation code already entered. Click 'Next'.

Invitation code

Please enter your unique QParents invitation code.

Invitation code

Where should I find the invitation code?

Next >

3

Read the Privacy Statement and the QParents account owner terms and conditions. If you agree to these, tick the 'Read and understood' checkboxes for both and click 'Accept'.

4

Select 'Yes' if you are the person linked to the code you entered, then click 'Verify identity'.

Invitation code

This invitation code is registered to **John Citizen**
If this is not you, you must NOT proceed with the registration process.

Is this you?

Yes No

Verify identity

5

You will now need to enter details from your identity documents.

1. Select the first document you will use.
2. Enter the requested details—they can be found on your identity document. When you have done this, click 'Submit details'. (see item 2)
3. Repeat steps 1 and 2 until you have reached 100 points. Then click 'Finish'.

Verify your identity

To verify your legal identity, you will need to provide 100 points of ID using a combination of identity document types from the list below.

50% VERIFIED

1

Select which sources of identification you wish to use from the list below.

TELL ME MORE

Select your State

NSW QLD SA VIC WA ACT
 NT TAS

Medicare Card (20 points)
 Australian Passport (50 points)
 Australian Citizenship Certificate (40 points)
 Australian Birth Certificate (50 points)
 Australian Marriage Certificate (40 points)

Having trouble completing your verification?

VIEW OPTIONS

2

Start entering the details below. Click 'Submit Details' after each source is entered.

Queensland Driver's Licence (50 points)

Please provide your QLD driver's licence details so we can confirm them with the QLD Government. Your licence details will be submitted to the Australian Government Document Verification Service.

TELL ME MORE

MANDATORY FIELD

Licence number *

First name * Middle name * First name *

Date of birth (DD/MM/YYYY) *

I agree that my above information is checked with the issuer or Official Record Holder

SUBMIT DETAILS

Item 1: ID

The following documents can be used to verify your identity online. Each identity document is worth a certain number of points. You need to have enough documents to reach 100 points.

| | |
|-------------------------------------|--------|
| Australian Passport | |
| Australian Drivers Licence | 50 Pts |
| Medicare Card | 50 Pts |
| Australian Birth Certificate | 20 Pts |
| Australian Marriage Certificate | 50 Pts |
| Australian Citizenship Certificate | 40 Pts |
| Change of Name Certificate | 40 Pts |
| Australian Visa (foreign passports) | 40 Pts |
| | 20 Pts |

If you only have 60-90 points of the above ID, you can still register. However, you will need to attend your school for a further check later.



Item 2: ID HELP

If you are having trouble verifying a birth certificate or marriage certificate, the following tips might help:

1. You must be referring to a full birth certificate, not an extract.
2. Make sure you enter your name as it appears on the birth or marriage certificate, even if your name has changed.
3. Click on the question mark ? next to the field you are having trouble with to see an example document.
4. Please see our help guide if you are still having trouble:
<https://education.qld.gov.au/parents-and-carers/school-information/qparents>



You should now create your account. Make sure you use the 'Create an Account' form on the left of the screen.

1. Enter the email address you want to use with QParents. It should be one you check regularly.
2. Enter a password of your own choice that you will remember. It must be at least eight characters long.
3. Enter your password again.
4. Enter your mobile phone number.

Create an account

| | |
|-----------------------|--------------------------|
| Email address | <input type="text"/> |
| Password | <input type="password"/> |
| Confirm your password | <input type="password"/> |
| Mobile phone number | <input type="text"/> |

[Cancel >](#)

[Submit >](#)

An email is sent to the email address you entered in Step 6. Click on the link in this email to verify your email address and activate your account.

You are taken to the QParents login page.

Log in using your email address and the password you chose in step 6.

Login

| | |
|---------------|--------------------------|
| Email address | <input type="text"/> |
| Password | <input type="password"/> |

[Login >](#)

8

You now need to add your students. Enter the EQID (see item 3), school year, and school name, then click 'submit'.

If you have been nominated as the QParents account owner for another child, click 'Add another student' and repeat this process.

Once you have added all your students, your registration and account set-up is complete.

Details of student to be added

| | | |
|------------|----------------------|---------------|
| EQID | <input type="text"/> | What is this? |
| Year level | <input type="text"/> | What is this? |
| School | <input type="text"/> | What is this? |

[< Back](#)

[Submit >](#)

Item 3: EQID

Every school student has an EQID. It consists of 10 numbers and one letter. You can find it on your child's student ID card (the numbers under the barcode), report cards, or school invoices, among other documents.

A final check is conducted at your child's school.

You will be notified by email when this check is complete and you will then have access to all of the features in QParents.

9

7



Thangool State School

PO Box 5, Thangool Qld 4716 • Ph: 4990 0333

Email: principal@thangoolss.eq.edu.au

Thangool State School now uses Qkr!

Parents and carers of students at Thangool State School can use the Qkr app to pay for their child's tuckshop orders, uniform orders and other school payments via the Qkr app!

Payment via the app means no more brown paper bags or searching for the correct change.

The most advanced mobile payments solution

Qkr by Mastercard is the mobile payment app designed for Australian schools, delivering an advanced and competitive online payment solution. Qkr delivers convenience to parents, efficiency to tuckshop staff and excellent reporting to school office staff. It's the perfect choice for any school looking to streamline payments.

Who is Qkr for?

Schools and P&C's

- Reduce the burden of existing administrative tasks
- Ease of use for parents leads to increased revenue and timeliness of payments
- Families can pay quickly, conveniently and securely meaning fewer office interruptions.

Better for parents

- Make faster, more convenient payments from a secure mobile app anywhere and at any time
- Website payment alternative for parents and carers without a smartphone or tablet
- Copy lunch orders from one week to the next to save time
- Pay direct from a credit or debit card without pre-loading funds to a third-party account
- Track transactions easily with online receipts

Better for schools

- Improved receiving, receipting, reporting and reconciling of payments
- Receive payments securely 24 hours a day, 7 days a week
- Remove the need to print and distribute receipts
- Fully auditable reporting for every payment
- Simplified bank reconciliation process
- Integrated signed permission forms tied to the payment
- Real-time fully detailed itemised payment information
- Receive funds directly to your school or P&C bank accounts

Signing up to Qkr is easy. Download the free app from the Google Play or Apple stores to your mobile device.

Simply create a profile for each of your children and one payment can be made, saving time for busy parents.

Tuckshop Orders can be placed via the Qkr app 24 hours a day, 7 days a week meaning parents can place their child's order at any time. Orders will close at 8.00am each Friday morning to allow time for stickers to be printed and placed on the paper bag in tuckshop. Orders placed after that time will still need to be placed with cash inside a brown paper bag.

Uniform Orders can be placed via the Qkr app 24 hours a day, 7 days a week. Orders will be filled each Wednesday and sent home with your child. Parents no longer need to fill out an order form when using the Qkr app.

Special Events/Meal Deals etc can also be paid for via the Qkr app. Simply create your child's profile (s) and select the items that you wish to pay for.

School items can be paid for as well via the Qkr app. School camps, excursions can also be paid for using the Qkr app.

Qkr accepts any credit or debit card (except American Express).

While we still accept cash, Qkr will now be the preferred method of payment for tuckshop, uniforms and school expenses.





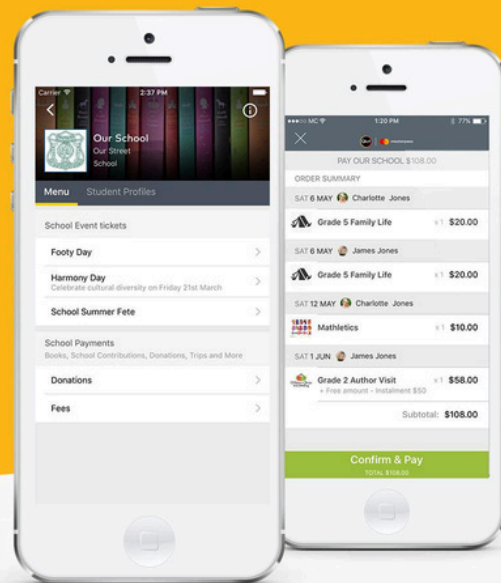
masterpass

For quicker, hassle-free school payments, try Qkr! today

Introducing Qkr! (pronounced 'quicker') by Mastercard, the secure and easy way to order and pay for school items from your phone at a time and place that suits you.

With Qkr you can:

- Order and pay for your child's lunches, reducing the need to bring cash to school;
- Pay for a variety of school items;
- See your receipts on the app and get them sent by email if required.



Getting started is easy - try it yourself today

Step 1 Download Qkr!

on your Android phone or iPhone. iPad users can download iPhone app



Step 2 Register

Select your Country of Residence as 'Australia' and follow the steps to register

Step 3 Find our school

Our school will appear in 'Nearby Locations' if you're within 10kms of the school, or search for our school by name.

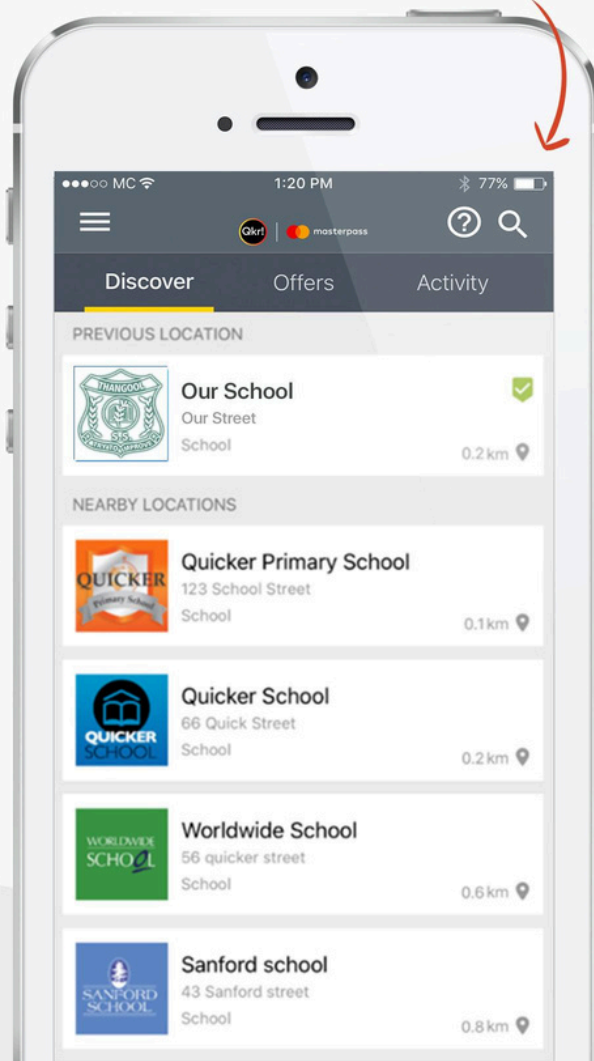
Step 4 Register your children

When first accessing our school you will be prompted to add a student profile for your child. This allows you to make orders and payments for them.

Search for our school name

If you have made a purchase you can select our school from 'Previous Location'

If you're within 10 kms of the school, you can select our school from 'Nearby Locations'

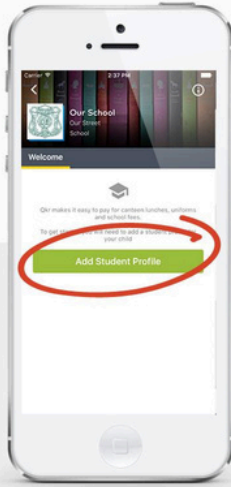




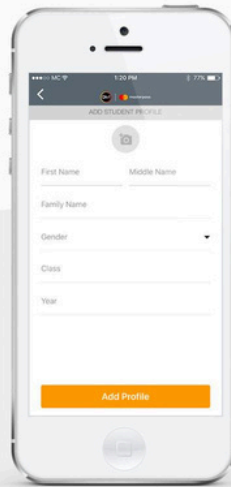
masterpass

Add your children's details in Student Profiles

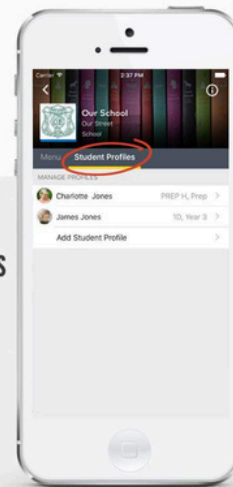
Select 'Add student profile'



Add each child's details

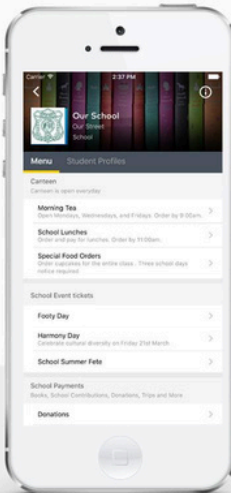


Manage each child's details in Student Profiles

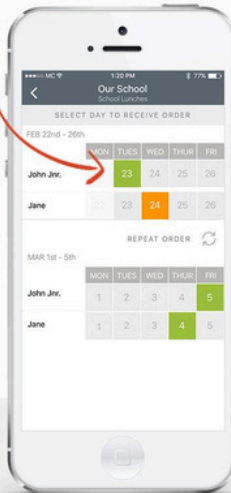


Order meals

Select a menu from our canteen



Tap the green box to view your receipt or to cancel an order



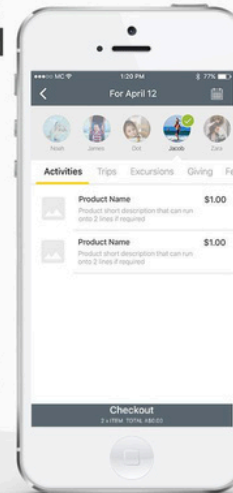
Select a date for a child and order a meal

Tap 'Repeat order' to copy all paid orders from one week to the next

Tap to change the date you are ordering for

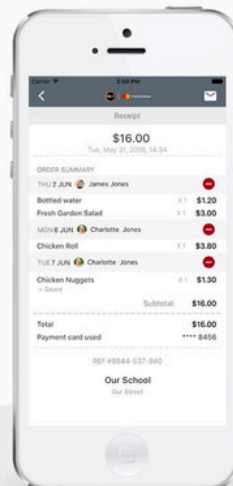
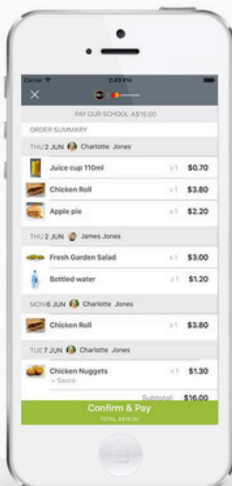
Tap to change the child you are ordering for

Tap 'Checkout' then confirm and pay



Making payments

Add up to 5 cards to your wallet



At checkout select which card to pay with.

Pay with any cards accepted by the school.

Once your payment is approved you can continue to the home page, or view your receipt.