



**Emerald**  
State High School

# INFORMATION PACK

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THIS SECTION TO BE RETAINED FOR FUTURE REFERENCE

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# EMERALD STATE HIGH SCHOOL

## VISION STATEMENT


“At Emerald State High School: Every Student Has Success”

## OUR VALUES

We value every student being Polite, Prepared and Participating.

## STUDENT ABSENCES

To inform the school of your student’s absence, please make contact with the school by 8:45am on the day of the absence, in one of the following ways:

	<b>ESHS STUDENT ABSENCES</b> Please contact the school by 8:45am on the day of the absence
SMS text only 0426 305 991	
E: absences@emeraldshs.eq.edu.au	
QParents: qparents.qld.edu.au to register	
T: (07) 4988 2222 (Option 2) <i>*Please state parent mobile number</i>	
Please state the student/s:	<ul style="list-style-type: none"><li>• Name and year level</li><li>• Date of absence</li><li>• Reason for absence</li><li>• Expected duration</li></ul>

ESHS sends a daily notification via text message if your child is marked absent in PC Class. This is a government requirement. You will not receive this text if the absence is already explained. This message, by default, is automatically sent to the mother’s personal mobile number. If you would like this message sent to a different contact please advise the office.

NOTE: Senior students studying curriculum support classes, VET competencies, program modules and/or other school based curriculum support or work experience will receive a text notification if the student is absent for PC. Please ONLY REPLY to this text if your child is absent for the whole day.



## LESSON TIMES

Assembly or Pastoral Care (PC)	8:50am – 9:00am
<i>Changeover 1</i>	9:00am – 9:05am
PERIOD 1	9:05am – 10:15am
<b>MORNING TEA</b>	<b>10:15am – 10:45am (30 mins)</b>
PERIOD 2	10:45am – 11:55am
<i>Changeover 2</i>	11:55am – 12:00pm
PERIOD 3	12:00pm – 1:10pm
<b>LUNCH</b>	<b>1:10pm – 1:40pm (30 mins)</b>
PERIOD 4	1:40pm – 2:50pm

## KEY CONTACT NUMBERS & EMAILS

School Telephone:	(07) 4988 2222
School Fax:	(07) 4988 2200
School Email Address:	<a href="mailto:office@emeraldshs.eq.edu.au">office@emeraldshs.eq.edu.au</a>
<b>Year Level Deputy Principal</b>	<b>Head of Year (HOY) Co-ordinators</b>
Year 7 & 8 - Ben Van Hees <a href="mailto:bvanh2@eq.edu.au">bvanh2@eq.edu.au</a>	Year 6 – Leah Cordwell <a href="mailto:lacor1@eq.edu.au">lacor1@eq.edu.au</a>
<b>Principal</b>	
Sean Maher - <a href="mailto:principal@emeraldshs.eq.edu.au">principal@emeraldshs.eq.edu.au</a>	
<b>Office</b>	
P: (07) 4988 2222 - <a href="mailto:office@emeraldshs.eq.edu.au">office@emeraldshs.eq.edu.au</a>	
<b>HOSES</b>	
Sarah Somerville - <a href="mailto:ssome17@eq.edu.au">ssome17@eq.edu.au</a>	
<b>Guidance Officer</b>	
<a href="mailto:GuidanceOfficer@emeraldshs.eq.edu.au">GuidanceOfficer@emeraldshs.eq.edu.au</a>	

## SPORTS HOUSES

<b>SAPPHIRE</b> (Blue)	<b>TOPAZ</b> (Black & White)	<b>GARNET</b> (Red)	<b>ZIRCON</b> (Yellow)
			

## Where do I go for help?

Emerald SHS has many services and support staff to assist parents and students (located in Support Works):

<p><b>Head of Department – Student Services</b></p>	<p>The HOD of Student Services provides support for students and families who require extra assistance with schooling and attendance due to significant health issues or family circumstances. The HOD of Student Services can link families with both internal and external supports and agencies. <b><i>Students can access the HOD of Student Services without an appointment.</i></b></p>
<p><b>Guidance Officer</b> <a href="mailto:GuidanceOfficer@emeraldshs.eq.edu.au">GuidanceOfficer@emeraldshs.eq.edu.au</a></p>	<p>The Guidance Officer provides professional expertise and support, collaboratively assisting students with identified needs in personal education, welfare, social and emotional development. <b><i>Appointments can be made at the office or call (07) 4988 2222.</i></b></p>
<p><b>School Nurse</b></p>	<p>The School Based Youth Health Nurse meets with young people in private to talk about health concerns, relationships, sexual health, personal or family issues, smoking, alcohol and drug use. <b><i>Students can access the School Nurse without an appointment.</i></b></p>
<p><b>Youth Support Coordinator (YSC)</b></p>	<p>The Youth Support Coordinator, works closely with senior secondary students to support their transition into and through their senior phase of learning. <b><i>Students can access the YSC without an appointment.</i></b></p>
<p><b>Chaplain</b></p>	<p>A School Chaplain is a safe person for young people to connect with at school and provides a listening ear, caring presence, and a message of hope. <b><i>Students can access the Chaplain without an appointment.</i></b></p>

For further external support, visit <https://gedu.sharepoint.com/sites/2122/StudentPortal/SitePages/Are-You-Okay.aspx> or visit:

**Kids Help Line:**  
Webchat or 1800 551 800  
<https://kidshelpline.com.au>

**Headspace:**  
Webchat  
<https://headspace.org.au>

**Anglicare:**  
1300 769 814  
<https://anglicarecq.org.au>

## Other Useful Websites

**Student Portal**  
<https://gedu.sharepoint.com/sites/2122/StudentPortal>



**Emerald SHS Website**  
<https://www.emeraldshs.eq.edu.au>



**ESHS Career Website**  
<https://www.emeraldshscareers.com.au>



**MIS Webmail**  
owa.eq.edu.au



**OneSchool**  
<https://oslp.eq.edu.au>



# IF...

## **You need to leave the CLASSROOM for any reason**

1. Ask your teacher for permission & wait for an out of class pass.
2. Go Quietly by the most direct route to the office, sick bay, library etc. which is listed on your out of class pass
3. If you have a TIME OUT or COOL DOWN card, you must show you teacher the card BEFORE leaving the classroom

## **You need to leave THE SCHOOL EARLY for any reason**

1. Parent/Carer to contact administration or attendance officer to advise of early departure
2. Report to attendance officer window to sign out of school.

## **You arrive LATE to school for any reason**

1. Parent/Carer to contact the administration to advise of late arrival
2. Student to report to attendance officers window to sign in and receive a late slip

## **You are ILL**

1. **DO NOT contact your parent/carer directly via your mobile device (banned item).**
2. During lunch breaks report straight to the attendance officer window to be signed into sick bay and your parents will be contacted.
3. During class time, report to your teacher who will contact the attendance officer to advise you are on your way to sign into sick bay.

## **You are ABSENT**

1. Parent/Carers can report absences via SMS message 0426 305 991, Phone 49 88 22 22 or email [absences@emeraldshs.eq.edu.au](mailto:absences@emeraldshs.eq.edu.au)
2. Provide medical certificate to the attendance officer for any long-term absences

## **You are OUT OF SCHOOL UNIFORM**

1. PC teacher will record on ID attend and send student to uniform room J12 during PC or first break
2. Student hands in non-school approved item and is given a clean uniform item to borrow for the day.
3. If a suitable item is not available to the student, a slip will be issued
4. HOY (Head of Year) records that the student followed instruction

## **You are OUT OF SCHOOL UNIFORM AND DO NOT FOLLOW INSTRUCTION**

1. PC teacher will record on ID attend and send student to uniform room J12 during PC or first break
2. Teacher records in One School that student refused to follow instruction (Defiant)
3. 1<sup>st</sup> offence HOY (Head of Year) follow up & warning issued
4. 2<sup>nd</sup> offence: Uniform reflection with HOY & phone call/email home
5. 3<sup>rd</sup> offence: Uniform monitoring booklet

## **You have LOST PROPERTY**

1. Attend administration office to check lost property box, please ensure all school items are CLEARLY labelled

## **You are UNCERTAIN ABOUT ANYTHING SPEAK TO:**

1. Your HOY (Head of Year)
2. Your House HOD
3. Your Deputy Principal



# ESHSP&C

**Emerald State High School Parents & Citizens**

PO Box 419

EMERALD QLD 4720

[PandC@emeraldshs.eq.edu.au](mailto:PandC@emeraldshs.eq.edu.au)

ABN: 19433430937

## Uniform Shop

### Located at the Tuckshop - B Block

Emerald State High School Uniform Shop is open on the following days:

**EVERY WEEK DAY DURING SCHOOL TERM - 8:30am to 1:15pm**

**CASH / CHEQUE & EFTPOS AVAILABLE**



Alternatively, download the "Qkr" app to place your order, using credit card, without needing to attend the School.

UNIFORM ITEM	SALE PRICE
Polo Shirts	\$40.00
Uniform Shorts	\$35.00
Sport Shorts: size 8, 10, 12, 14 & 16	\$38.00
Sport Shorts: size S / M / L / XL / 2XL / 3XL	\$48.00
Old Style Shorts (limited sizes, only available while stock remains)	\$10.00
Shirt / Blouse (White) NEW STYLE	\$45.00
Shirt / Blouse (White) OLD STYLE (limited sizes, only available while stock remains NO REFUND)	\$25.00
Skirt Green (limited sizes, only available while stock remains NO REFUND)	\$25.00
Skirt Check	\$45.00
Black Dress Trousers (All Black / Dress Style)	Tailored trousers not available @ Tuckshop may be purchased from out of school retailers
Track Suit Jacket (limited sizes, only available while stock remains)	\$65.00
Track Suit Pants (limited sizes, only available while stock remains)	\$45.00
Winter Jacket	\$85.00
Winter Track Pants	\$75.00
Bucket Hats	\$15.00
Tie	\$20.00

**NOTE: All prices subject to change**

# Uniform Requirements

## Items of uniform that are approved by ESHS

Emerald State High School Parents' and Citizens' Association seek your support in ensuring that this policy is practiced throughout the school.

- The school community feels that a focus on uniform is relevant to our task of preparing students for life outside of the secondary school environment and that wearing clothing correctly at school best prepares students for the expectations of future employment.
- We also believe that correct wearing of the school uniform by all students significantly decreases the potential for distraction from class work, and the competition and bullying that naturally arises when young people dress fashionably.
- Having all of our students in correct uniform also means that we can quickly and readily identify our students from those who should not be in the school grounds.
- On themed dress days, the following conditions still apply: shoes must be enclosed, clothing must be sun safe i.e. no string singlets, no short shorts, no belly exposed.

The uniform requirements are as follows:

### ALL YEAR:

- Closed in shoes with laces
- ESHS shorts OR PLAIN black mid – length shorts with NO logos or symbols
- ESHS polo shirt
- ESHS bucket hat



✓	✗	✗	✗

### Formal Uniform:





<p>Boys:</p> <p>White button-up shirt</p> <p>Black dress trousers</p> <p>ESHS tie</p> <p>Black socks</p> <p>Black leather shoes</p>		<p>Girls:</p> <p>White ESHS blouse</p> <p>Bottle green knife pleated skirt or tartan skirt OR Black dress trousers</p> <p>ESHS tie</p> <p>White ankle socks</p> <p>Black leather shoes</p>	
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**Shoes:**

Sports Shoes- based on WHS	
<p><b>Yes:</b></p> 	<p><b>No:</b></p> 
Formal Shoes- based on WHS	
<p><b>Yes:</b></p> 	<p><b>No:</b></p> 

**WINTER:**

- ESHS tracksuit pants OR PLAIN black tracksuit pants with NO logos or symbols
- ESHS jumpers OR PLAIN black jumper that does not have a hood or logo/symbol of any kind.
- NO beanies and headwear

✓	✓	✓	✓
			

✗	✗	✗	✗
			



# ESHS BYOx Approved Device Specifications

PLEASE NOTE THIS IS NOT A MANDATORY REQUIREMENT UNLESS YOU ARE IN AN HONOURS CLASS

- **ANDROID DEVICES ARE NO LONGER SUPPORTED.**
- For all devices please ensure you have: wireless connectivity, a hard-wearing case, **extended warranty or replacement insurance.**
- a student in a household with no wireless network will benefit from a 3G device.



## PARENT PROVIDED DEVICES

### **Tablet Devices - iPadOS 11 and up (minimum 32GB)**

- ◆ Minimum 10", screen size important
- ◆ Stylus an advantage
- ◆ Keyboards are strongly recommended for all tablet devices



### **Laptop/Notebook Devices**

- ◆ 64 Bit Operating system (essential)
- ◆ 256GB HDD minimum
- ◆ 8GB RAM minimum
- ◆ Windows 10 1709 and up
- ◆ Macbook or Air OSX 10.13 and up (essential)

Personal Storage is required using SD/HDD or USB mediums

**NO Microsoft Surface RT or Chromebook Devices**



### Necessary IT Software:

- ◆ MS Office / Open Office or equivalent
- ◆ OneNote or equivalent
- ◆ PDF Reader
- ◆ Email
- ◆ Web Enabled



# Sporting Opportunities at ESHS

## Represent ESHS

There are numerous opportunities to represent Emerald State High School at sporting competitions in Queensland. Commonly, these include travelling as a team to regions such as Brisbane, The Gold Coast, Mackay, Gladstone or Rockhampton. ESHS has a Sports Program that offers Netball, Touch, Volleyball, Rugby Union, Rugby League, Basketball and Soccer. These teams train and compete in many different competitions throughout the year, big and small.

## Represent Central Highlands or Capricornia

ESHs proudly supports students who wish to trial for all Central Highlands School Sporting teams. Nominations are always most competitive in Basketball, Touch, Netball, Rugby League and Athletics. Trial information and signups are communicated via daily student notices, assemblies and on our Emerald State High School Facebook site.

## Interschool Sport

Annually, students compete in three major inter-house events; the Cross-Country, Swimming and Athletics Carnival. As well as this, there is often highly competitive staff vs students games in many different sports. We also offer gym club as a lunchtime activity.



# EMERALD STATE HIGH SCHOOL INSTRUMENTAL MUSIC PROGRAM



**Emerald**  
STATE HIGH SCHOOL



# 2023

# Instrumental Music Handbook 2023

## Contents

1. General Information
2. Music Fees
3. Uniform
4. Instruments
5. Percussion Students
6. Wind and Brass Instruments
7. Placements of Students in the Instrumental Program
8. Student/Teacher Contact
9. Rehearsals
10. Punctuality and Participation in Rehearsals
11. Music Awards

## 1. General Information

The music program at Emerald State High School is multi-dimensional. It is made up of two main strands – an extensive classroom music programme, and a large instrumental programme. At Emerald State High School we offer an instrumental and classroom music programme that caters for a diverse range of needs, interests and abilities. Students are often involved in both the classroom and the Instrumental Music programme to strengthen their knowledge and skills across a broad range of music styles.

## Instrumental Music

Instrumental Music students receive one 35-minute lesson on their chosen instrument weekly. They are required to participate in a minimum of one ensemble. There are a number of ensembles offering students opportunities to learn a range of music styles. Entry into some ensembles is by audition or teacher placement.

Please note: It is a requirement that Wind players are part of Symphonic Band and/or Junior Band. Membership of Jazz Band, Percussion Ensemble or any other ensemble is conditional to regular attendance to symphonic band rehearsals and instrumental music lessons.

## Contact

**Mrs Dana Jones – Senior Instrumental Music Teacher/ Band Director**

Email: [djone90@eq.edu.au](mailto:djone90@eq.edu.au) Phone: 07 4988 2222

## 2. Music Fees

The fees associated with instrumental music assist with the extra costs of buying and maintaining music, instrument repairs, stands, photocopying, workshops as well as supporting the music infrastructure. The prompt payment of fees enables the program to be run efficiently. In 2023 the Instrumental Music fee is \$100 for students using a school instrument, and \$50 for students who own their own instrument.

## 3. Uniform

All ensemble members will be required to play in full performance uniform. Students must be in the correct uniform to perform in ensembles. The performance uniform required for each ensemble is as follows:

**Symphonic Band:** Black performance uniform, including black band shirt, black long pants or skirt, black shoes, black socks and green hair ribbons if required.

**Junior Band:** As above

**Jazz Band:** As above.

**Percussion Ensemble:** TBA

Students are expected to wear their performance uniforms with pride at all times. They are not to adopt a “casual look” prior to or following performances by either changing or untucking shirts. All boys’ shirts are to be tucked in and hair tied back from the face. Additionally, makeup, bold nail polish and excessive jewellery are not to be worn.

## 4. Instruments

These are three sources for instruments:

1. Private ownership
2. School loans
3. Hire from music retailers

The majority of students in the program own their own instruments. Most music retailers offer a rental program with several purchase options open after a three-month trial period. Students who borrow a school instrument are encouraged to purchase their own instrument after the initial twelve months. If they cannot do so they may be permitted to continue with the school

instrument. This decision will be made by the instrumental teacher and will be based on students' commitment, attitude and attendance. Please note the following listed conditions:

- The instrument is to be used by the nominated student and no other person.
- The period of the loan is one school year. The instrument must be returned to school before the end of the school year for checking. Instruments can be borrowed for holiday periods after they have been checked in at the end of the school year.
- The instrument must be returned promptly for any inspection, repair or adjustment, which may be required through normal wear and tear.
- In the event of accidental loss or damage, the circumstances must be immediately reported to the school. Damage by negligence will be the responsibility of the parent/guardian.
- The student to whom the instrument is loaned is responsible for ensuring that the instrument is placed safely in the Instrument Store room and NOT left in the foyer of the Music Block.
- If, in the opinion of the instructor, the student is not carrying out reasonable practice, or shows little progress, or does not appear to be taking reasonable care, the loan will be reviewed with the possibility of termination.

## 5. Percussion Students

The school provides all large percussion equipment required by ensembles. Students are required to provide the following:

- Text for lessons (as advised by instructor)
- Stick bag
- Drum sticks (preferably wood tip)
- 1 rubber rebound practise pad

## 6. Wind and Brass Students

Students must maintain their instruments in good working order, and are required to provide:

- Own or school instrument with a comprehensive cleaning kit and accessories as required e.g. Clarinet- pull through cloth for outside, mouth piece brush, soft brush or pipe cleaners for keys and key oil
- Texts as required

## 7. Placement of Students in the Instrumental Program

Priority is given to students who:

- Played an instrument at primary school; and
- Own their own instrument (except large instruments eg. Tuba).

Whenever possible a student will commence on an instrument he/she would prefer with consideration given to the following:

- Suitable matching of the instrument to the student, i.e. physical characteristics likely to affect playing.
- Requirements of the band and ensemble programs to form well balanced ensembles
- Existing vacancies in lessons
- Available school instruments if required.

Initial enrolment in the program is for a minimum period of one year, subject to a trial period of 3 months. Continuing yearly enrolment is arranged each November.

## 8. Student/Teacher Contact

Instruction is organised on a group basis. Generally, students have at least two contact periods per week, which includes one 35-minute lesson during the normal school day and one ensemble rehearsal outside the normal hours of the school day. Instrumental lessons are provided on a rotating timetable so as not to unduly interrupt school lessons. It is the student's responsibility to catch up on any class work missed, to adhere to the timetable, and to inform the instrumental teacher ahead of time of any reasons why a lesson time should be changed. Students who are unwilling to participate in an ensemble are not eligible for inclusion in the programme. Students undertaking private lessons are also welcome to audition for ensembles provided a school instrumental student is not being replaced. Instrumental Music Reports are included in the end of semester report.

## 9. Rehearsals and Performances

As a guide, the rehearsal schedule for 2023:

Tuesday	Symphonic Band	3.00 - 4.30pm
Wednesday	Jazz Band	7.30 – 8.30am
Wednesday	Junior Band	3.00 - 4.00pm
Thursday	Percussion Ensemble	during lessons

This is dependent upon room availability and is determined at the beginning of the school year.

Membership of an ensemble is a serious commitment. Regular attendance and routine home practise is essential. Students are required to set up in advance and be ready to commence rehearsing by the start time above. Ensembles regularly perform at school functions and ceremonies as well as local festivals and competitions. Notification of performances is provided as early as possible. Students may be advised via student notices, excursion and assessment calendar, newsletters, email and letters to parent/ guardians.

### 10. Punctuality and Participation in Rehearsals

Students are expected to be punctual to all lessons, rehearsals and performances. If a student is late to a rehearsal, a note of explanation from a parent is required to be given to the conductor. If a student is late more than 3 times without a valid reason or absent from 3 rehearsals within a term without a valid reason the following action may be taken:

- Parents/Guardians will be informed of the situation
- Should another absence or lateness occur without valid reason an interview may be requested with the parent/guardian.

#### Excursions

Notify the conductor well in advance if a rehearsal will be missed due to an excursion or other major school activity.

### 11. Music Awards

Awards for Instrumental Music are presented at the Band Awards Night. Students are eligible for 2 categories within each ensemble:

1. Band Player of the Year
2. Band Encouragement Award

In addition, Year 12 students receive an award and recognition at Emerald State High School Awards night for their dedication to the music program.

# ESHS INSTRUMENTAL MUSIC PROGRAM

*"making music fun"*

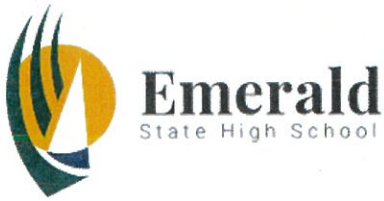
Tuition is available for the following instruments:

WOODWIND	BRASS	PERCUSSION/GUITAR
Flute	Trumpet	Bass Guitar
Clarinet	Trombone	Drums
Alto Saxophone	Baritone	Mallet Percussion
Tenor Saxophone	Euphonium	Timpani
Oboe	French Horn	Auxiliary Percussion
Bassoon		

**Emerald State High School values music as a method of self expression, as an opportunity to excel in the arts, for its great potential to contribute to the academic and personal development of our students, and for the community building that can be achieved through making music.**

**As a reflection of this held value, the school offers all its students the opportunity to learn an instrument through the Instrumental Music Program.**

**If you would like to join or continue with this program, you need to complete a 2023 Instrumental Music Enrolment Form.**



08/09/21

Dear Parents/Guardians

### **STUDENT PULSE PROJECT – PARENT INFORMATION**

Emerald State High School is implementing a Student 'Pulse' Survey from the High Performing Schools Program.

The 'Pulse' survey is a simple, continuous assessment to monitor wellbeing throughout the school year. ESHS will use the data we collect to target academic and welfare interventions at a whole school level, year level and pastoral care (PC) level (not individual responses). These interventions will be aimed at steady improvement in a range of areas.

Students will be sent a weekly email reminder to conduct a quick pulse check-in to measure their efficacy. We ask for parent support to encourage students to look for this regular email (check junk folder, or create a rule to allow email into main inbox). It is an opportunity to pause and assess what is working well. Self-improvement supports academic and personal growth (*please see overleaf for the Student Pulse factsheet*).

#### **The 'Pulse' survey does not collect personal data.**

For more information, please see the service information below:

**Service Name:** HPT Pulse

**URL:** <https://www.hptschools.com/>

**Terms of Use:** <https://www.hptschools.com/termsfuse>

**Privacy Policy:** <https://www.hptschools.com/privacypolicy>

**Data Hosting:** Onshore

If you require more information please contact Mr Ben Van Hees, Deputy Principal on (07) 4988 2222.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Sean Maher".

Sean Maher  
Principal

P: (07) 4988 2222 | F: (07) 4988 2200

PO Box 419 Emerald QLD 4720 | Old Airport Dr, Emerald QLD 4720

E: [office@emeraldshs.eq.edu.au](mailto:office@emeraldshs.eq.edu.au) | W: [www.emeraldshs.eq.edu.au](http://www.emeraldshs.eq.edu.au)

# Getting Started

## 1. What is the Student Pulse Survey?

The Student Pulse Survey is a brief (10 second) confidential survey that is emailed to students every Friday morning. Individual Student Pulse Surveys are confidential with data analysed at the whole of class level to improve learning and support.

The Student Pulse Survey uses 4 simple questions to assess each of the 4 indicators of Student Self-Efficacy: (1) their confidence in learning; (2) completing schoolwork; (3) seeking help from teachers; and (4) maintaining their motivation to study.

## 2. How does the Student Pulse Survey help?

The Student Pulse Survey helps both students and teachers maximise learning and support. For students, being able to regularly self-reflect on these 4 questions each week helps them proactively improve their learning.





Teachers also benefit from looking at the trends across the classes they teach. At the end of each month results are grouped at a whole of class level and a monthly report is sent to the school leadership team who then work with teachers to adjust and improve student learning and support.

## 3. How does the Student Pulse Survey work?

Completing the Student Pulse Survey is easy!

1. Every Friday morning we will send the Student Pulse Survey to the students school email address (please add this email address to your address book to ensure that you always receive your Student Pulse Survey).
2. Once you receive your email in your inbox, click on the "Click here to answer the survey now" link. Open your link on your web browser – you can use Google Chrome or Mozilla Firefox or your mobile device if you have any difficulties accessing your individual pulse survey via your normal web browser.
3. To answer the survey read each item and click the sliders to record your rating. It's best not to overthink your rating but rather go with your 'gut feel'. Once you've finished click the "submit" button at the lower left of the screen.

### Student Self-Efficacy: 4 Factors

 <b>Self Regulated Learning</b>	<i>Students to have confidence in their ability to complete required schoolwork within scheduled timeframes.</i>
 <b>Academic Achievement</b>	<i>Students to have confidence in their own ability to learn and improve their level of achievement in academic subjects.</i>
 <b>Help Seeking</b>	<i>Students to have confidence in their ability to enlist the help of teachers and advisors to assist them with challenges or difficulties.</i>
 <b>Self Motivation</b>	<i>Students to have confidence in their own ability to manage their motivation to maximise learning and achievement.</i>

#### Student Pulse Email EXAMPLE

Hi Pete

It's time to complete you weekly Student Pulse Survey!

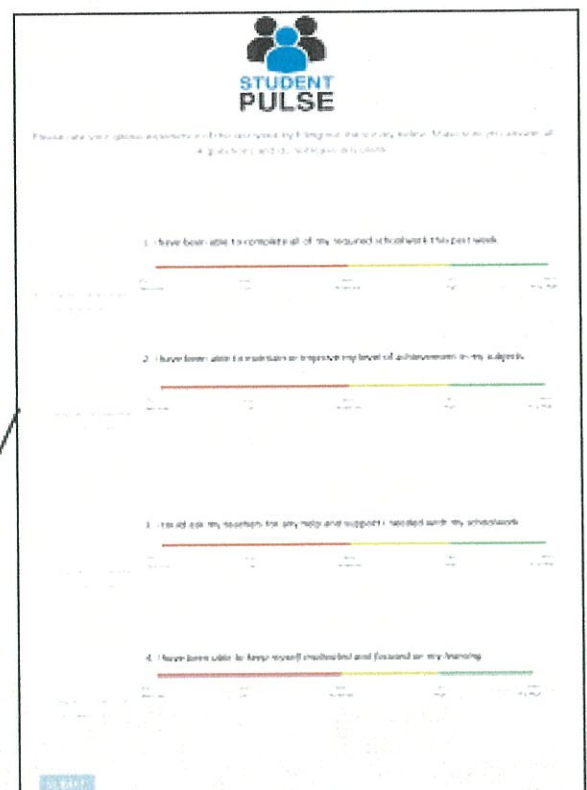
Click on the link below to answer 4 quick questions about how you've been going with your schoolwork this past week.

[LINK](#)

Have a great day!

Student Pulse Survey Team  
 E: [pulseprograms@HPTschools.com](mailto:pulseprograms@HPTschools.com)  
 W: [HPTschools.com](http://HPTschools.com)

PS: Remember your individual Pulse Survey results are confidential - we only look at trends across classes to adjust and improve student learning and support.

The screenshot shows the survey interface with the following questions and sliders:

1. I have been able to complete all of my required schoolwork this past week. (Slider from 1 to 5)
2. I have been able to maintain or improve my level of achievement in my subjects. (Slider from 1 to 5)
3. I've asked my teachers for any help and support I needed with my schoolwork. (Slider from 1 to 5)
4. I have been able to keep myself motivated and focused on my learning. (Slider from 1 to 5)

A "SUBMIT" button is visible at the bottom left of the survey area.



## 2023 Student Resource Scheme

Dear Parents/Guardians,

This letter includes important information about the fees for the 2023 Student Resource Scheme. If you opt in to the SRS, your participation is assumed for the remainder of your child's enrolment, unless you inform the school otherwise. You do not need to do anything more to continue to participate in the SRS.

The SRS helps parents to source not only textbooks, but consumables and other resources used in class, for example consumables for cooking, science experiments, art supplies, access to software. The school can purchase resources at lower rates due to its bulk buying power. Resources such as textbooks or musical instruments that will be used over a period of time are hired to students to further reduce costs for families. Participating in the SRS also offers a convenient way for parents to source the items that their child needs for school, and ensures that all students have access to the same standard of resources.

If you are not satisfied that the SRS fee represents good value for money based on the inclusions, you may choose not to participate in the SRS. If that is the case, please complete a new Participation Agreement Form indicating that you no longer wish to participate.

The cost for parents not participating in SRS to purchase their own resources are estimated to be:

Year Level	SRS participation cost	Non-participation cost
Year 7	\$250*	\$895*
Year 8	\$250*	\$985*
Year 9	\$215*	\$1110*
Year 10	\$215*	\$1695*
Year 11	\$200*	\$3540*
Year 12	\$200*	\$3400*

*\*these figures are based on the 2022 amounts.*

If you choose not to participate, you will be provided with a detailed list of resources that you will need to provide for the student. The Participation Agreement Form and year level detailed list of resources can be accessed on our school's website.

### Financial Difficulty

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

If you have any queries regarding the SRS and its inclusions, please contact the office on (07) 4988 2222.

Regards

Helen Markey  
Business Manager

# QParents

## Registration Process for parents

Please note: Your registration progress cannot be saved. Before you begin your registration, you will need to have on hand:

1. Your QParents invitation email
2. Documents for identity verification (see item 1)
3. Your child/children's EQID (Education Queensland identification number) (see item 3)

**1** Click on the link in the QParents invitation email.

### 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

What is this?

**Next** >

**3** Read the Privacy Statement and the QPAO terms and conditions. If you agree to these, tick the 'Read and understood' check-boxes for both and click 'Accept'.

**4** Select 'Yes' if you are the person linked to the code you entered, and 'No' if this is your first time registering a QParents account. 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

Do you have a QParents login?

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'.
4. If you can't reach 100 points, you may click 'Not enough ID?' to continue your registration. You will need to attend the school to present your ID.

### 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**
- 2 Start entering the details below. Click 'Submit Details' after each source is entered. **TELL ME MORE**

Driver's Licence (50 points) <input type="radio"/> Select your State: <input type="radio"/> QLD <input type="radio"/> QBA <input type="radio"/> VIC <input type="radio"/> WA <input type="radio"/> ACT <input type="radio"/> NSW <input type="radio"/> NT <input type="radio"/> TAS Medicare Card (20 points) <input type="radio"/> Australian Passport (50 points) <input checked="" type="radio"/> Australian Citizenship Certificate (40 points) <input type="radio"/> Australian Birth Certificate (50 points) <input type="radio"/> Australian Marriage Certificate (40 points) <input type="radio"/>	<b>Queensland Driver's Licence (50 points)</b> <b>TELL ME MORE</b> 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. Licence number * <input type="text"/> <b>MANDATORY FIELD</b> First name * <input type="text"/> Middle name * <input type="text"/> First name * <input type="text"/> Date of birth (DD/MM/YYYY) * <input type="text"/> <input checked="" type="checkbox"/> I agree that my above information is checked with the issuer or Official Record Holder.
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**NOT ENOUGH ID?** **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. To complete online registration you will need to verify 100 points of documents.

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

If you are unable to verify 100 points of ID online, you may still create an account. However, to complete your registration, you will need to attend your school to present the relevant amount of ID in person. Full instructions will be emailed to you upon creation of your account.


If you have any questions or require assistance with registration, please contact 13 QGOV (13 7468), or visit: <https://qparents.qld.edu.au/#/help>



Queensland Government

## 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:  
<http://qparents.qld.edu.au/#/help>

**6** 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. It must be at least eight characters long and contain at least one number and one special character.
3. Enter your password again.
4. Enter your mobile phone number.

### Create an account

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

**Cancel** >

**Submit** >

**7** 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. The email must be verified within 30 days of registration, or you will need to register again.

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="text"/>

**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 QPAO 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"/>	Which year level should I select?
School	<input type="text"/>	Which school should I select?

< **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. Please contact the school directly if you cannot find your student's EQID.

**9**

A final check is conducted at your child's school before approval. You will be notified by email when this check is complete and will then have access to all of the features in QParents.

# Enjoy!

If you have any questions or require assistance with registration, please contact 13 QGOV (13 7468), or visit: <https://qparents.qld.edu.au/#/help>

# QSchools

mobile app

The QSchools app is a convenient way to share up-to-the-minute information with the school community.

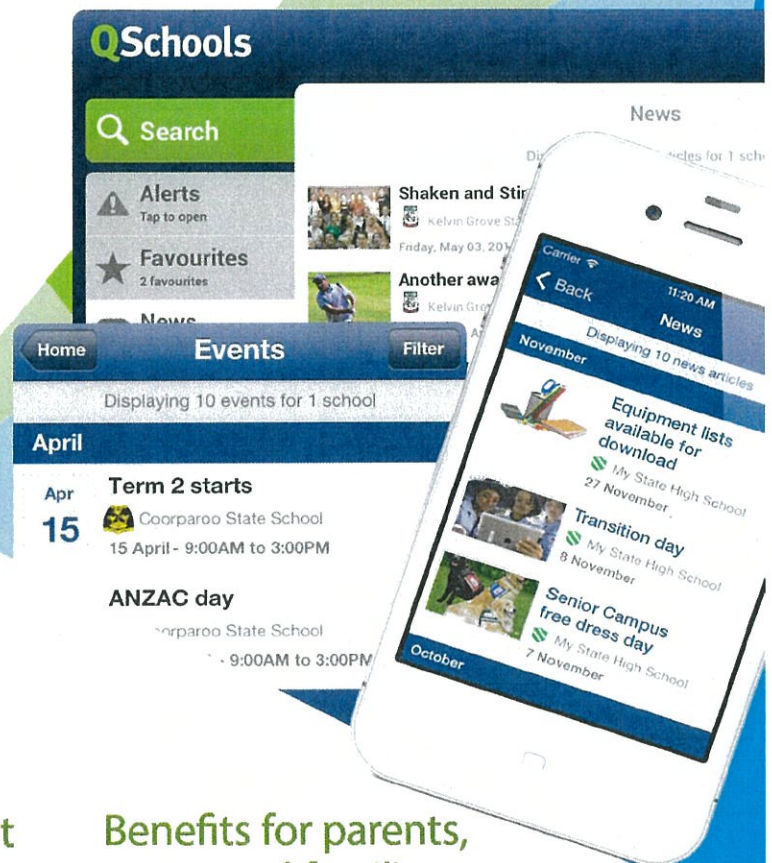
The app is designed to integrate with Websites for Schools websites. When a school publishes content to their website, the app is automatically updated with the latest news, events and newsletters.

Emergency announcements and push notifications, such as information about natural disasters and school closures, can be published by the department.

All Queensland state schools are searchable via the app, however only schools who have upgraded their school website with Websites for Schools will benefit from all the features of the app.

Encourage your school community to download for free

via the Apple iTunes Store/Google Play



## Parent and Community Engagement Framework alignment

The QSchools app is a useful tool for schools implementing the Parent and Community Engagement Framework to facilitate:

- better communication with the school community
- community collaboration
- encourage participation in the school community.

Compatible with the following devices:



## Benefits for parents, carers and families:

- access the latest school news, newsletters and calendar events
- receive emergency announcements and push notifications
- follow multiple schools
- search for the nearest school by current location, postcode, school name or suburb.