6th March 2015

Dear Parent/Guardian

I am pleased to inform you that as part of a pilot program, our school will be providing parents with access to a new, convenient, online parent portal called QParents.

The QParents web and mobile application provides an easier way for you to interact with our school. Parents will have secure, online access to their child’s student information, anytime, anywhere, through a smartphone, tablet or computer.

QParents allows parents to connect instantly with our school to access and manage their child’s student information, including:

- Attendance and absence details, as well as the ability to notify the school of an absence
- Academic report cards
- Class timetables
- Viewing unpaid invoice details, payment history, and making payments online
- Viewing and updating personal student details, including medical conditions and address
- Enrolment details

QParents will assist both staff and parents in sharing and responding to information in an efficient and effective way. It won’t replace the traditional ways you communicate with our school, but it will provide another way to communicate with us!

The benefits of QParents

Convenience and time savings for parents

- Parents can view or update their child’s details without having to contact the school.
- Secure 24/7 online access.
- Available anytime, anywhere — access QParents on your smart phone, tablet or computer.

Greater transparency of information

- Improves accountability between parents and schools by providing parents with timely access to their child’s information online.
- Allows parents to engage more deeply in their child’s schooling.

Improved administration efficiencies for schools

- Allows schools to streamline their administrative processes and cut down on printing.

Win an iPhone 6!

By registering for QParents you could win an iPhone 6! All you have to do is register by Sunday 19 April 2015. There are three iPhones to be won in this round of the QParents release. With your new iPhone, you’ll be able to download the QParents app and have your child’s student information at your fingertips 24/7.
What do you need to do to get started?

Within the next few weeks we will be sending out emails or letters inviting one parent or guardian for each student to become a QParents Account Owner (QPAO). The QPAO will be able to register for QParents to access and manage the student’s information online. A student’s QPAO will be able to view the student’s information and submit requests to update some of the student’s details.

The QPAO will also be able to invite other people (such as another parent or family member), to view the student’s information. Once invited, these people can register for QParents as “delegated viewers”. A delegated viewer can see the student’s details, but cannot make updates.

When you receive your invitation email or letter, simply follow the instructions to register your QParents account. The process should take less than 10 minutes to complete. If you do not want to register you can just ignore the invitation and your child’s student information will not be available to anyone through QParents.

Identity Verification

When registering as a QPAO, you will need to verify 100 points of identity documents online. The 100 points can be made up of documents in the following list:

<table>
<thead>
<tr>
<th>Australian Passport</th>
<th>50 pts</th>
<th>Australian Birth Certificate</th>
<th>50 pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Drivers Licence</td>
<td>50 pts</td>
<td>Australian Marriage Certificate</td>
<td>40 pts</td>
</tr>
<tr>
<td>Medicare Card</td>
<td>20 pts</td>
<td>Australian Citizenship Certificate</td>
<td>40 pts</td>
</tr>
</tbody>
</table>

If you only have 60-90 points of the above ID documents you can still register for QParents, but you will need to attend the school for an additional check after you have registered online.

If you don’t have sufficient documents, you might like to nominate another parent as the QPAO.

For more information on the online identity verification process, see https://qparents.qld.edu.au/#/help

EQ ID

You will also need to have your child’s EQ ID (their Education Queensland identification number) in order to complete your QParents registration. Your child’s EQ ID number is shown on the top of their timetable. Contact the school for further if needed.

Safe and secure

QParents is a secure portal that meets strict industry standards. The Department of Education, Training and Employment considers student information to be confidential (it is classified as PROTECTED by the Department).

Only people with the right to access information about their child will be given an account. Additionally, as part of the registration process, 100 points of identity will need to be presented to prove that the person who is registering is the person the school invited.

Help and further information

For more information see https://qparents.qld.edu.au/#/about For help, visit https://qparents.qld.edu.au/#/help or call 13 QGOV (13 74 68)

I know you will enjoy using QParents and I look forward to hearing about your experiences.

Yours sincerely

Ms Julie Pozzoli
Principal
Please complete and return this form to the Student Counter in A Block office or alternatively email: technology@caloundrashs.eq.edu.au with the details required below by Wednesday 11th March 2015.

To make the QParents registration process as smooth as possible, please help us out by filling out the details below and returning them to us by Wednesday 11th March 2015 to be included in the first round of invitations.

Decide which parent is the preferred QParents Account Owner (QPAO) and write their name, email address and mobile phone number below. Please print these details clearly.

Name of preferred QPAO ........................................................................

Email address ....................................................................................

Mobile phone number .........................................................

Why are we asking for this information?

This will enable us to invite you to be a QPAO and if we have your email address, the invitation (which contains your unique invitation code) will be sent to you by email. This will make it easier to start the registration process. If we do not have your email address we will send a letter with the invitation code and instructions for registration via your child.