

Albany Creek State School

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QParents ...Activated for Albany Creek State School

I am pleased to inform you that our school has commenced the process to provide 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 who elect to subscribe to Qparents will have secure, online access to their child's student information, anytime, anywhere, through a smartphone, tablet or computer.

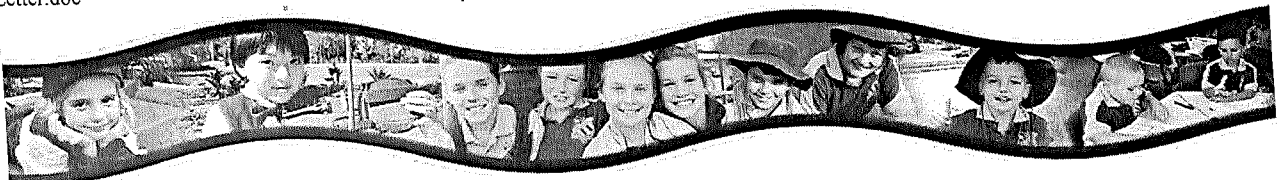
QParents allows parents to connect instantly with our school to access and manage their child's student information, including:

- Attendance and absence details, as well as the ability to notify the school of an absence
- Behaviour information
- 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

Please note, that for administrative reasons, we have planned a staged roll out of these functions over the next nine months. Not all sources of information will be available immediately as school staff have several administrative responsibilities to ensure that contact details and other information are accurate.

QParents will assist both staff and parents in sharing and responding to information in an efficient and effective way.

Qparents will not 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.

What do you need to do to get started?

Following the distribution of this pack of information and the updating of information requested from parents and caregivers, the school will then commence the process to send out emails 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. Parents will only be able to see student information. They will not be able to see another parent's information.

For those families with shared parenting arrangements, the school will ensure that both parents receive an invitation to access QParents.

When you receive your invitation, simply follow the instructions to register your QParents account. The process should take less than 10 minutes to complete. Invitations generated by the school will be administered via OneSchool. The invitations will only ever come from: no.reply@qparents.qld.edu.au. You will not be invited to register from any other email address or organisation. This is Education Queensland policy.

If you do not want to register, you can 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:



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 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

In your pack you will receive a 'mobile phone size card' with your child's EQ ID (their Education Queensland identification number) in order to complete your QParents registration. This number can be located sticker attached to the back of the card. Please retain this card for future reference.

Please complete the form at the end of this letter and return to the office to ensure your contact details are correct.

Why are we asking for this information?

If you are invited to be a QPAO and 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 by simply clicking on a link in the email. If we do not have your email address we will send a letter with the invitation code and instructions for registration.

Please note, you will not be able to access QParents until you receive your invitation from:
no.reply@qparents.qld.edu.au

Safe and secure

QParents is a secure portal that meets strict industry standards. The Department of Education and Training 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.

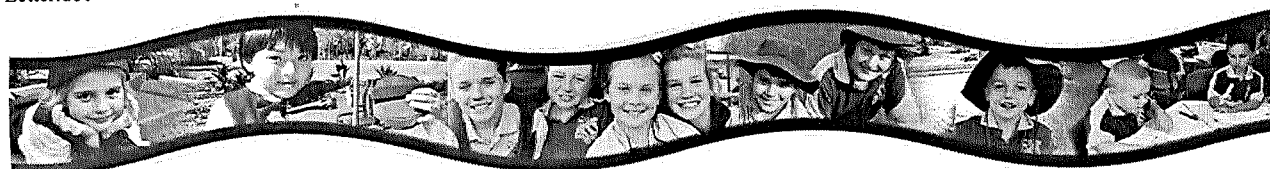
Help and further information

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)

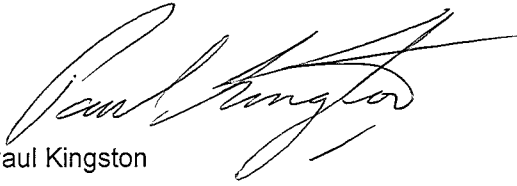
I know you will enjoy using QParents.

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Please continue to follow us on Facebook and Twitter and note the messages on the electronic sign.

Invitations will be sent out one year level at a time to ensure efficient management of the process.



Paul Kingston

PRINCIPAL



Q-PARENTS INFORMATION

Please fill out the form below and return to the school office as soon as possible.

If you change your e-mail address once you accept an invitation to register for QParents, please update your details.

Student's name

Student's form class

Name of preferred QPAO

QPAO's email address

QPAO's mobile phone number

