

Beaudesert State High School

SCHOOL PROSPECTUS

2023



Engaged, inspired students achieving their personal best

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Information provided is correct at time of print but is subject to change anytime without notice

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PRINCIPAL'S WELCOME

Welcome to Beaudesert State High School, and thank you for taking the time to see what our school has to offer your student.

The Beaudesert community is very proud of its local secondary school, and rightly so. We have a long and proud history of producing informed, qualified and active citizens. Since 1963, our school has been proudly assisting students to achieve their personal best.

A wide-ranging curriculum is provided across all year levels, offering academic, practical, performance and vocational subjects. We are committed to providing high quality learning programs that cater for the needs, abilities and interests of all students.

We are very fortunate at Beaudesert State High School to have a committed and hard-working teaching staff and ancillary team. These people work long hours to ensure students have many quality opportunities.

Choosing a secondary school to best suit your family is a very important decision. At Beaudesert State High School, you can be assured we will provide the very best opportunities for your children – both in the classroom, and with co- and extra-curricular activities.

I invite you to be a part of this positive and productive school community. I look forward to working with you over the next six years as we share the enormous responsibility for the education of your child.

Grant Stephensen

Principal

SCHOOL PROFILE

Beaudesert State High School was established in 1963.

Operating under an Enrolment Management Plan since 2015, the high school services the communities of Beaudesert, Cedar Vale, Darlington, Hillview, Kooralbyn, Laravale, Rathdowney, Tamrookum, Woodhill, and areas to the south east of Beaudesert. Students from other communities also attend this school.

Local employment includes services, hospitality, and government and semi government business and rural related industries. 50% of employed residents work in the Scenic Rim.

The school has a strong and positive reputation in the community and our school ethos has been constructed around our community sense of values and expectations. These include a sense of family and community, respect, responsibility, accountability, a strong work ethic, inclusion, integrity, justice and compassion.

Our school community reflects a diverse range of socioeconomic patterns. 10% of students are from Indigenous backgrounds.

Over 90% of our children travel to school by bus. Our anticipated student population for 2023 is expected to be approximately 1450 students.

As a community-centred high school, we provide a comprehensive curriculum that is rich and diverse. It has a balance of academic and vocational education, with additional pathways to further education training and work to meet differing student needs and aspirations. This means providing an extensive range of Queensland Curriculum and Assessment Authority and Vocational Education subjects.

We are responding to the pressures and demands from a rapidly changing world for students to effectively use new information technologies and to focus on skills such as communication, teamwork and higher order thinking.

School retention rates are approximately 84% at the 10/11 interface and 90% at the 11/12 interface and a significant number of students have access to school-based apprenticeships and traineeships, work experience, industry placement and strong partnerships within the local business community.

There is a wide range of co- and extra-curricular programs including debating, sporting competitions and instrumental music. Student participation in school governance and leadership occurs through the Student Representative Council and the Year 10-12 Leadership Programs respectively.

Support services are provided through guidance, behaviour support, school nurse, school chaplain, and links with the local community support agencies. From 2022 we will participate in the Queensland Government's GP in Schools program. A number of specialised programs target the young people in the school most at risk of not completing twelve years of education.

Our school is proud of its strong academic, sporting and cultural traditions all reflecting commitment and achievements of students, staff and parents within a very supportive local community.

SCHOOL VISION AND VALUES

Engaged, inspired students achieving their personal best.

At Beaudesert State High School, we are

- **Respectful** to all
- **Responsible** for our actions
- **Ready** to Learn

In addition, our staff value

- **Collegiality**
- **Accountability**
- **Inclusion**

Strong professional relationships with students, parents and the community form the foundation of the work of Beaudesert State High School.

CONTACT DETAILS

Administration Office Hours:	8:00 am to 4:00 pm daily
Telephone:	07 5542 9111
Student Absence telephone:	07 5542 9111
Email:	admin@beaudesertshs.eq.edu.au principal@beaudesertshs.eq.edu.au
Website and Social Media:	https://beaudesertshs.eq.edu.au/ https://www.facebook.com/BeaudesertSHS/
Postal Address:	PO Box 104 Beaudesert Qld 4285
School Address:	271-297 Brisbane Street Beaudesert Qld 4285
Finance Opening Hours:	8:00 am to 12noon Tuesday and Thursday Closed – Monday, Wednesday and Friday
Uniform Shop Opening Hours:	8:00 am to 11:00 am Monday, Tuesday, Thursday and Friday Closed Wednesday

2023 KEY DATES

Term Dates

Term	Dates	Length
Term 1	Monday 23 rd January – Friday 31 st March 2023	10 Weeks
Term 2	Monday 17 th April – Friday 23 rd June 2023	10 weeks
Term 3	Monday 10 th July – Friday 15 th September 2023	10 weeks
Term 4	Tuesday 3 rd October – Friday 8 th December 2023	10 weeks

School Commences

- Monday 23rd January 2023 – Years 7, 8 & 12 students only
- Tuesday 24th January 2023 – All students

Other Dates

School Administration, Cashier and Uniform Shop opens:

- Monday 16th to Friday 20th January 2023 – this is the week before school starts

Staff Professional Development Days:

- Term 1 – Thursday 19th and Friday 20th January 2023
- Term 2 – Thursday 13th and Friday 14th April 2023
- Term 3 – Friday 1st September 2023

2023 Public Holidays:

January:	
Sunday 1 st	New Year's Day
Monday 2 nd	New Year's Day Holiday
Thursday 26 th	Australia Day
April:	
Friday 7 th	Good Friday
Saturday 8 th	Easter Saturday
Sunday 9 th	Easter Sunday
Monday 10 th	Easter Monday
Tuesday 25 th	Anzac Day
May:	
Monday 1 st	Labour Day

August:	
Monday 14 th	Ekka Country Holiday
Wednesday 16 th	Ekka City Holiday
October:	
Monday 2 nd	Queen's Birthday
December:	
Sunday 24 th	Christmas Eve
Monday 25 th	Christmas Day
Tuesday 26 th	Boxing Day

Finishing Dates

- Year 12 – Friday 17th November 2023
- Year 11 and 10 – Friday 24th November 2023
- Year 9, 8 and 7 – Friday 8th December 2023

FIRST DAY PROCEDURES

Monday 23rd January 2023

A Get Connected class list for years 7, 8 and 12 will be available for students to view on their first day, on the 'World Map', under A Block. Students are to assemble at the following locations and sit in their Get Connected classes and addressed by the relevant Deputy Principal.

- Year 7 Oval Stairs
- Year 8 Multi-Purpose Hall
- Year 12 Performing Arts

Tuesday 24th January 2023

A Get Connected class list for years 9, 10 and 11 will be available for students to view on their first day, on the 'World Map', under A Block. Students are to assemble at the following locations and sit in their Get Connected classes and addressed by the relevant Deputy Principal.

- Year 9 Multi-Purpose Hall
- Year 10 Oval Stairs
- Year 11 Performing Arts

Years 7, 8 and 12 students will have Get Connected class during this time, in which, information regarding school policies and procedures will be explained by the Teacher, including:

- Roll Marking
- Student Planner
- School Policies and Procedures
- Timetables

If families have paid or contributed towards their 2023 School Resources fee (\$180.00) then their student/s will collect textbooks in the first two weeks of the school year:

Receive Textbooks	Year Level	Receive Textbooks	Year Level
Monday 23 rd January 2023	12	Friday 27 th January 2023	10
Tuesday 24 th January 2023	7	Monday 30 th January 2023	8
Wednesday 25 th January 2023	11	Tuesday 31 st January 2023	9

DAILY BELL TIMES

8:50 am	First bell
9:00 am	Assembly / Get Connected
9:10 am – 10:20 am	Lesson 1
10:20 am – 11:00 am	1 st Lunch Break (40 mins)
11:00 am – 12:10 pm	Lesson 2

12:10 pm – 12:20 pm	Transition
12:20 pm - 1:30 pm	Lesson 3
1:30 pm – 2:00 pm	2 nd Lunch Break (30 mins)
2:00 pm - 3:10 pm	Lesson 4
3:10 pm	End of Day

KEY PERSONNEL

* Teacher information is subject to change any time after document has been printed.

Administration

Position	Name	Email address
Principal	Mr Grant Stephensen	gstep2@eq.edu.au
Deputy Principal for Year 7 and Year 10	Mr Rob Wonson	rwon1@eq.edu.au
Deputy Principal for Year 8 and Year 11	Ms Sally-Ann Martin	smart149@eq.edu.au
Deputy Principal for Year 9 and Year 12	Mr Damian O'Brien	dobri25@eq.edu.au
Deputy Principal for Inclusion	Mr Todd Winton	tawin0@eq.edu.au
Teaching and Learning	Mrs Sheryl Healy	sheal16@eq.edu.au
Business Manager	Mr Ben Pollard	bpoll83@eq.edu.au

Heads of Departments

Position	Teacher	Email address
Agriculture	Ms Kate Bandrowski	kband3@eq.edu.au
Industrial Technology	Mr Jasen Johnson	jjohn388@eq.edu.au
English	Mrs Mandy De Vivo	mdevi31@eq.edu.au
Health & Physical Education	Mrs Lisa Callaghan	lcall62@eq.edu.au
Home Economics & LOTE	Mrs Denise Plunkett	dplun1@eq.edu.au
Humanities	Ms Sandy Malmstedt	smalm1@eq.edu.au
Mathematics	Mr Michael Gardiner	mjgar1@eq.edu.au
Science	Mr Keith Tyrrell	ktyrr9@eq.edu.au
Senior Schooling	Mr Matthew Reeves	mjree1@eq.edu.au
School Improvement	Mr Sam Cusworth	scusw1@3eq.edu.au
Student Services (Year 7 and Year 10)	Ms Jaime Ellis	jkell555@eq.edu.au
Student Services (Year 8 and Year 11)	Ms Danielle Tecarr	dteca2@eq.edu.au
Student Services (Year 9 and Year 12)	Mr Luke Baker	lbake167@eq.edu.au
Student Services (Inclusion)	Ms Tess Wise	twise31@eq.edu.au
Teaching & Learning	Mrs Jessica Kwiatkowski	jkgan0@eq.edu.au
The Arts and Information Technology	Mr Kerry Scarth	kscar15@3eq.edu.au

Student Welfare Team

Position	Name	Email address
Guidance Officers	Mr Thomas Cleary	tclea3@eq.edu.au
Behaviour Advisory Teachers	Miss Nicole Skerman Mr Ben Whibley	nsker6@eq.edu.au bxwhi6@eq.edu.au
Community Education Counsellor	Angela Wellbelove	awell143@eq.edu.au
Youth Support Coordinator	Mr Scott Weston	swest211@eq.edu.au
Link and Launch Coordinator	Mrs Bel Brown	bbrow196@eq.edu.au
Industry Liaison Officer	Mrs Melissa Frazer	mfraz15@eq.edu.au
School Chaplain	Mr Sam Fillery	sfill7@eq.edu.au
School Nurse		

CURRICULUM, TEACHING & LEARNING

Curriculum Overview

Beautesert State High School:

- Has a curriculum that is wide and diverse
- Caters for mainstream and special education
- Provides pathways to future education, training and work

Year 7:

<p>Core Subjects: English Mathematics Humanities & Social Sciences Science Health & Physical Education Digital Technologies</p>	<p>Specialist Subjects: Food & Fibre Production Food Specialisations The Arts</p> <p>Signature Programs: Football (Soccer) Academy, Rugby League Academy, Volleyball Academy, STEM Academy</p>
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- An intensive literacy intervention program will be offered to identified students in place of Humanities.
- An intensive numeracy intervention program will be offered to identified students.

Year 8:

<p>Core Subjects: English Mathematics Science Humanities and Social Science – History, Geography, Civics & Citizenship, Economics & Business Health & Physical Education Digital Technologies</p>	<p>Specialist Subjects: Design & Technologies Food Specialisations The Arts – Dance, Drama, Media Arts, Visual Arts</p> <p>Signature Programs: Football (Soccer) Academy, Rugby League Academy</p>
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- An intensive literacy intervention program will be offered to identified students in place of Humanities.
- An intensive numeracy intervention program will be offered to identified students.

Year 9:

<p>Core Subjects: English Mathematics History Science Health & Physical Education</p>	<p>Specialist Subjects: Design & Technologies Digital Technologies Economics & Business Food & Fibre Production Food Specialisations Geography Materials & Technologies Specialisations The Arts – Dance, Drama, Media Arts, Visual Arts</p> <p>Signature Programs: Rugby League Academy, Volleyball Academy</p>
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- An intensive literacy intervention program will be offered to identified students in place of History.
- An intensive numeracy intervention program will be offered to identified students.

Year 10:

Year 10 Students base their subject selections and decision-making processes on the notion that this is a foundation year for senior studies. Students complete:

- A core curriculum of English, Mathematics and Science, History and Health & Physical Education. Some students may have the opportunity to study Mathematics Extension.
- Two elective subjects from either Humanities, The Arts, Technology:

Core Subjects	Humanities	The Arts	Technology
English Mathematics or Mathematics Ext Science History Health & Physical Education	Economics & Business	Dance Drama Media Arts Visual Arts	Design & Technologies Digital Technologies Food & Fibre Production Food Specialisations Materials & Technologies Specialisations Signature Programs: Rugby League Academy, Volleyball Academy

Year 11 and 12

In Year 11 and 12, we proudly boast a diverse range of General Subjects and have an extensive range of Applied and Vocational Education Subjects including:

General Subjects		Applied Subjects
Agricultural Science Ancient History Biology Business Chemistry Dance Design Drama English Film, Television & New Media	Geography General Mathematics Legal Studies Literature Mathematical Methods Modern History Physical Education Physics Specialist Mathematics Visual Art Signature Programs: Rugby League Academy, Volleyball Academy	Agricultural Practices Building & Construction Skills Early Childhood Skills Engineering Skills Essential English Essential Mathematics Furnishing Skills Recreational Skills Visual Arts in Practice Certificate II in Animal Studies Certificate II in Automotive Vocational Preparation Certificate III in Fitness Certificate II in Hospitality Operations

Learning and Support Programs

We believe that it is very important for all students to complete the twelve years of schooling or equivalent qualifications so that they gain the essential knowledge and skills to succeed in the workforce, with their relationships and in families, and to be active citizens in the community.

Our school has developed a number of programs to help our young people set goals, keep focused and achieve their full potential.

We provide support for students with identified learning difficulties and also for those with Literacy and Numeracy gaps. These intervention strategies provide a more personalised approach to learning.

Short Course Numeracy and Short Course Literacy are offered to identified students in Year 10. Essential English and Essential Maths are offered in the senior years. These subjects are designed to assist students to continue to develop literacy and numeracy skills for TAFE and the workplace.

In addition, our comprehensive subject offering mean that students also have the opportunity to choose from a range of elective subjects, many of which are *activity based* and involve *hands-on* approaches to learning.

Get Connected

Education for the whole person is essential for the wellbeing of students. At Beaudesert State High School, a range of activities and topics targeting specific needs are addressed across all year levels through the *Get Connected* program. This program encourages students to care for themselves and for others.

The *Get Connected Program* includes topics such as:

- Career Education
- Human Relationships Education
- Respectful Relationships
- SET Planning
- Values Education
- Learning Goals
- QCS Preparation
- Drugs and Alcohol Education

The Student Planner has a wide range of resources used to support this program and our school's values and beliefs.

HOMework

Homework and study are integral to classroom success. Students should develop good study skills and habits. They should strive to become self-directed and independent in their work habits.

Homework should be written down in the appropriate section of the Student Planner. This planner, supplied through the Student Resource Scheme, allows easy retrieval by students and easy checking by parents. It is important for students to realise that when no set work is given by the teacher, they are expected to devote their study time to revision of the day's lesson or general revision of the subject.

Therefore, students always have homework and parents can assist by checking completion of homework, assignments and home study each night of the school week. Regular completion of work will have a positive effect on a student's performance and results.

Approximate times which should be devoted to homework on five nights of the week are:

Year Level	Recommendation
Year 7	1 hour per night
Year 8	1 hour per night
Year 9	1 to 2 hours per night
Year 10	2 hours per night
Year 11	2 to 3 hours per night
Year 12	2 to 3 hours per night

ASSESSMENT

All students are required to adhere to the guidelines outlined. BSHS policy aligns to the QCAA's QCE and QCIA Policies and Procedures Handbook 2019 v1.2. ***Please refer to the extended version of BSHS Assessment Policy 2020 (available on the school website and school intranet).***

Assessment is the purposeful, systematic and ongoing collection of evidence and its use in making judgements about students demonstrated learning against criteria. All students are required to adhere to the guidelines outlined.

Each student is able to download a personalised Assessment Calendar indicating check dates and due dates early in each semester.

Judgements of student responses to assessment instruments are made using standards associated with Exit Criteria.

All assessment will have a *task sheet* indicating:

- Distribution date
- Conditions
- Check dates/Draft dates
- Task instructions
- Due date
- Acknowledgement that this is the student's own work: 'I acknowledge that this is my own work and all sources have been acknowledged.'
- Criteria assessed
- Feedback section

Staff will progressively monitor and gather evidence of student progress throughout the assessment period and before the due date.

- Evidence may include classwork, collected drafts, rehearsal notes, photographs of work, teacher observations.
- Evidence will be kept by the teacher (electronic or hard copy) in the event of a late or non-submission.
- ***Judgements will be made using evidence available on or before the due date only.***

Consequences

Should a student fail to submit required work at **check or draft dates**:

- The teacher will contact the parent by telephone.
- The student is required to hand in draft for feedback.
- The Head of Department will be informed.

Should a student fail to submit required work at **due date**:

- The teacher will contact the parent by telephone the day assessment is due.
- Draft work plus other evidence of work will be marked by the teacher and recorded on student profile.
- The Head of Department will be informed.
- In the event that no evidence is submitted, a standard cannot be awarded and the student will not be rated. This could affect the student's QCE & ATAR eligibility in the senior school.

Academic Integrity

Academic Integrity refers to how a person approaches their academic responsibilities (i.e. in an honest, moral and ethical way).

Students must:

- sign the authenticity declaration to state that they have not shared any part of the planning or final response to verify their authorship.
- document the development of the response in a journal or logbook if required by the syllabus.
- acknowledge all sources in the appropriate referencing format- see APA Referencing section.

Parents/carers:

- support the efforts of teachers and students to authenticate student responses by ensuring that tutors, family members or others who support students are aware of and follow the guidelines for drafting.

Years 7 - 10

Extensions

- If an extension to due date is required, application must be made to the Head of Department (Year 10) or teacher (Year 7, 8 & 9) prior to the due date – not on the due date of the assessment item.
- Forms requesting an extension to the due date are available from Heads of Department.

Absences

Written Assessment Tasks

- Students should send work to the school via email, parent or another person.
- If this is not possible student/parent should contact the teacher.
- Students absent from school on check or final dates must see their teacher the day they return to school with evidence of absence in the form of a medical certificate, note or other suitable documentation.

Oral/ Multi-Modal Assessment Tasks

- Students should send scripts to the school via email, parent or another person.
- If this is not possible student/parent should contact the teacher.
- Students absent from school on check or final dates must see their teacher the day they return to school with evidence of absence in the form of a medical certificate, note or other suitable documentation.
- An alternate time to complete the assessment task will be set by the Head of Department (Year 10) or teacher (Year 7, 8 or 9).

Written Tests and Exams

- Students absent from school on the day of tests or exams must see their teacher the day they return to school with evidence of absence in the form of a medical certificate, note or other suitable documentation.
- The student will complete the same or alternate assessment task in the next lesson.

ACCESS ARRANGEMENTS AND REASONABLE ADJUSTMENTS (AARA) YEARS 11 AND 12

The Queensland Curriculum and Assessment Authority (QCAA) recognises that some students have disability, impairment and/or medical conditions, or experience other circumstances that may be a barrier to their performance in assessment. Access arrangements and reasonable adjustments (AARA) are designed to assist these students.

Eligibility for AARA

AARA are provided to minimise, as much as possible, barriers for a student whose disability, impairment, medical condition or other circumstances may affect their ability to read, respond to or participate in assessment.

These barriers fall into three broad categories:

- permanent
- temporary
- intermittent.

The QCAA uses broad application categories for AARA eligibility:

- cognitive
- physical
- sensory
- social/emotional.

Students may also be eligible for AARA where **illness and misadventure** (i.e. unforeseen circumstances) or other situations may prevent students from demonstrating their learning, knowledge and skill in internal and/or external summative assessment. The QCAA will also consider applications for certain cultural obligations or personal circumstances.

Ineligibility for AARA

Students are **not** eligible for AARA on the following grounds:

- unfamiliarity with the English language
- teacher absence or other teacher-related difficulties
- matters that the student could have avoided (e.g. misreading an examination timetable, misreading instructions in examinations)
- matters of the student's or parent's/carer's own choosing (e.g. family holidays)
- matters that the school could have avoided (e.g. incorrect enrolment in a subject).

ASSESSMENT DECISIONS APPEAL PROCESS

Initial concerns should be addressed with the classroom teacher. Subsequent appeals should be addressed in writing with relevant evidence to support the claim to the Head of Department for consideration. The Head of Department will provide a written response to the appeal.

The QCAA has a process for verifying or reviewing results available to students. Year 11 and 12 students may seek more information about this via the QCAA website.

SAT students

- Have the responsibility to complete all assessment requirements for school subjects by the due dates, including attendance at timetabled exams and assessment sessions.
- Seniors must complete and submit all assessment by the due date. If a student does not submit a response on or before the due date a result will be awarded using the evidence available, e.g. class work or draft.

Reporting

Information regarding student progress is readily available to students and parents/guardians. Two formal Parent/Teacher Interview evenings are held each year in April and July. Parents make appointments for Parent/Teacher Interview evening via an online booking system (instructions are sent out with report cards). In years 7-10, report cards are issued four times each year (March, June, September and December). In years 11 & 12, report cards are issued three times each year (March, June and December).

Parents are encouraged to contact teachers if they have queries or concerns about student performance. Teachers may be contacted through the school office.

EXTRA-CURRICULAR OFFERINGS

Sport

Beaudesert State High School is proud of its sporting traditions and success. From our intraschool sport competitions to our Australian representatives, our sport program caters for all.

Recreation activities allow students to develop a lifelong appreciation of the need to include activity in their daily lives. From modified games to contact sports, a wide range of student interests are covered. These are run in timetabled curriculum and sport lessons and as extracurricular activities. Through our school's House Cup Committee, senior house captains arrange lunch time activities and tournaments for school students. These have traditionally included handball, dodge ball and football.

School sport involves competing against other teams in traditional sports. We have a proud history of school sport and offer many opportunities for our students to be involved in a range of activities. In 2022 our major sporting foci will be Rugby League, Volleyball and Football (Soccer) with certain year levels having Academy classes in Junior HPE and Senior Sport and Recreation.

Each term the four houses, Cunningham, Fraser, Kennedy and Leichhardt go head-to-head in whole school sporting carnivals:

- Term 1 – Swimming Carnival
- Term 1 – Cross Country Carnival
- Term 2 – Athletics Carnival

This keen rivalry sees the houses not only compete on the sporting front, but also in the fashion stakes and house spirit.

Sport Houses

House	Surname	Colour
Cunningham	A-D	Green
Fraser	E-K	Red
Kennedy	L-Q	Blue
Leichhardt	R-Z	Purple

Culture and the Arts

Beaudesert State High School offers a comprehensive cultural/arts program. It includes:

Instrumental Music: Students elect to attend weekly lessons in woodwind, brass, percussion or strings. They are then expected to participate in Concert Band or Stage Band. Performances at local events, competitions and official school occasions instill confidence and encourage improvement. Over the years, a number of students involved in our instrumental program have gained places in the State Honours Band and Ministers Awards of Excellence (MOST) and Creative Generation.

Creative Generation, State Schools Onstage: Since 2006 we have participated in Education Queensland's large-scale combined performance held at the Brisbane Convention and Exhibition Centre. Students from Year 7 to 12 can audition in vocal, dance or instrumental. Selected students then attend rehearsals in Brisbane.

Beauy's Got Talent: A feature on the school calendar each year is the student talent quest, *Beauy's Got Talent*. Students from all year levels are invited to showcase their talents, whether they be in dancing, drama, singing, music, comedy, clowning, and the like.

Choreography Competition: Students with an interest in Dance can enter this lunch time competition in Term 4. Students are invited to create and perform their own dance. Winners in each category are invited to perform on Arts Night.

Debating: Beaudesert State High School has a long history of successful debating teams. Students from all year levels can participate in Debating through either intra-school or inter-school competitions. As members of a

Debating Team, students develop skills in research, collaboration, presentation and confidence, as they work together in a team with fellow students and staff. The ENABLE Debating competition, an initiative of the ENABLE Schools network of the greater Beaudesert, Logan and Albert area.

Student School-based Apprenticeships & Traineeships (SATs) Program

School-based apprenticeships and traineeships (SATs) provide an opportunity for students in Years 10, 11 and 12 to undertake employment-based training while continuing full-time enrolment in a school program and studying towards a Queensland Certificate of Education (QCE). SATs:

- support transitions from school to work and promote education, training and employment opportunities for secondary school students
- provide students with opportunities to develop skills and knowledge relating to actual employment situations
- allow students to start, and in some cases complete, a vocational qualification while still at school
- improve post-schooling employment and training pathways for students
- improve links between education and industry, school and local community.

Students who study and work towards completing a SAT have the responsibility to complete all assessment requirements for school subjects by the due dates, including attendance at timetabled exams and assessment sessions. If you have any questions, please contact our school Industry Liaison Officer: Mrs Melissa Frazer – mfraz15@eq.edu.au – 07 5542 9190

Student Work Experience Program

A work experience program provides a formal arrangement whereby students while enrolled at a school participate in activities at a place of voluntary work. Work experience is the short-term placement of students with employers to provide insights into the industry and the workplace in which they are located. Activities undertaken should not require extensive training or expertise.

The decision to implement a work experience program rests with the school principal. The school Industry Liaison Officer (ILO) is in consultation with students, parents and work experience providers. Students may undertake different types of work experience — work sampling or structured work placement.

- Students must be at least 14 years old, and enrolled in an educational establishment
- Work experience must be unpaid
- Students can be placed on work experience up to a maximum of 30 days in a year
- The principal may approve work experience of more than 30 days for a student with a verified disability
- Negotiated arrangements: 1 day per week for 4 weeks or 2 days per week for 2 weeks or 1 week block

Participation in a work experience program should not disadvantage students with regard to the rest of their education program at school.

The insurance cover for work experience students has certain restrictions and activities precluded from cover, and these activities may not be undertaken during work experience. The insurance policies cover students undertaking work experience placements in Queensland. If you have any questions, please contact our school Industry Liaison Officer: Mrs Melissa Frazer – mfraz15@eq.edu.au – 07 5542 9190

STUDENT LEADERSHIP AND ACKNOWLEDGEMENT

Positive Reinforcement System

The Positive Reinforcement System was revised in 2020.

Providing students with positive reinforcement for expected behaviours is one of the quickest and easiest ways to improve classroom behaviour and develop a positive classroom environment.

The purpose of the Positive Reinforcement System is designed to intentionally:

- ✓ recognise and provide feedback to students who demonstrate the school's behaviour expectations
- ✓ reinforce a positive learning environment
- ✓ acknowledge the participation and commitment of students' efforts within and beyond the curriculum
- ✓ foster positive school culture and community

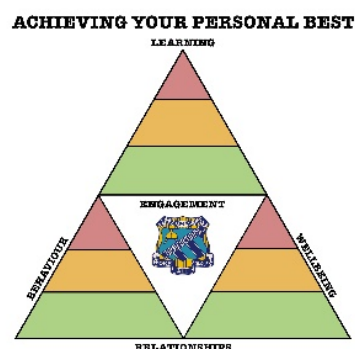
Three Levels of Positive Reinforcement

1.	Free and Frequent <ul style="list-style-type: none"> Used every day in the classroom and playground Initiated by the teacher 	Greeting students by name Minimum ratio of 4:1 for acknowledgment <ul style="list-style-type: none"> Verbal acknowledgement Non-verbal acknowledgement Essential skills 4 (cueing with parallel acknowledgement), 5 (Body Language Encouragement) and 6 (Descriptive encouragement) Individual classroom tangible acknowledgement, e.g. stickers, stamps, highlighters
2.	Short term <ul style="list-style-type: none"> Awarded occasionally Initiated by the teacher or Year Co-ordinator 	Contact with parent <ul style="list-style-type: none"> Phone call Email Parent/Teacher interviews Student Acknowledgement Scheme – Merit Awards Merit Award Draw - random draw on assembly week 3 (see remainder of document) Postcard home Reporting to parents
3.	Short and Long term <ul style="list-style-type: none"> Quarterly to year long 	Student Acknowledgement Scheme – Merit Awards Acknowledgement events e.g. Parent afternoon tea (Year level Coordinator) Awards Night – Subject Awards, Gold, Silver and Bronze Academic Awards

Guidelines for the Award of Merit Certificates

The following guidelines based on Personal Best values of Learning, Engagement and Relationships underpin the Award Scheme:

- ✓ Acknowledging student excellence.
- ✓ Acknowledging student progress.
- ✓ Acknowledging best efforts.
- ✓ Acknowledging student cooperation.
- ✓ Acknowledging significant student responsibility.
- ✓ Acknowledging consistent effort.
- ✓ Acknowledging student Attendance
- ✓ Acknowledging student involvement in Extra Curricular Events.



Structure:

Five levels of certificates are awarded under general guidelines. These are to be used as a guide and teachers should use their discretion when acknowledging students for significant progress or contribution to Beaudesert State High School.

Type	Details
Merit Award	Awarded by teachers in class or in a team or individual circumstances.
Department Award	Issued by the Head of Department once a student has received five Merit Awards in that department.
Head of House Award	Presented to students who have four Department Awards, at least three being from different departments.
Principal's Award	Presented to students at Awards Night. Pre-requisite: students must have previously received three Head of House awards.
Regional Director's Award	Presented to students at Awards Night. Pre-requisite: students must have previously received two Principal's Awards.

Students are entered into a random prize draw with the chance to win various prizes during the year.

Student Leadership Program

The current program was introduced in 2016. It is designed to enable students to develop and demonstrate the skills, values and characteristics of a student leader. Students in any year level can apply for their Navy, Teal or Gold leadership if they believe they have demonstrated the criteria. Application forms are available from the relevant Student Services Head of Department located in the Student Service Hub (upper D block).

YELP - Leadership Program

The Year Eleven Leadership Program (YELP) at Beaudesert State High School is an initiative with two main purposes. They are:

- a. Aiding new Year 7 students in the transition process from primary school to high school
- b. Building and developing leadership qualities and skills in students in the senior phase of learning.

Year 10 students undergo a rigorous nomination process where they are required to apply for the position of YELP Leader. Once selected, successful applicants undertake training which develops their leadership skills. In addition, it provides them with essential tools that they will use in their interactions in the middle school.

At the commencement of the new academic year, YELP Leaders are assigned to a Year 7 roll class. From here YELP Leaders, together with their respective roll class teachers, design and deliver lessons for their roll classes. The purpose of these lessons is to focus on the use of group activities to build self-awareness, group cohesion and familiarity with the year seven's new educational environment. The 11 Leadership Program aims to provide every Year 7 student with the basic tools to survive and thrive at high school.

Student Representative Council (SRC)

At Beaudesert State High School, there is a strong tradition of Student Representative Council activity, with involvement and support for the Council coming from both students and staff. The SRC promotes worthwhile projects, sets up social activities, and strives to create enthusiasm for all school events. One of the chief roles of Student Council members is to organize events that call for participation of the other students in the school. These events help in bringing out the hidden talents found in our diverse range of students.

To be a positive and effective body of students, all members of the SRC must display exemplary behaviour, a positive attitude, and encourage all students to have pride in their school, their uniform and each other.

The Student Council is an elected body consisting of students from each year level. The SRC provides an opportunity for any interested student with leadership qualities to run for any of the following positions: School Captain, Committee Chairperson or Year Representative. Students wishing to run for a position on Student Council self-nominate and go through a stringent selection process. Elections for School Captains and Committee Chairpersons are all held in October each year. However, year levels representatives on the SRC are elected in February of each year.

Committees are:

- Activities committee
- Formal committee
- Jersey committee
- Senior Café committee

Projects of the BSHS Student Representative Council include supporting the Shave for a Cure charity. The SRC also support our school-based Chaplain. There may be other school-based projects that are supported during the year.

STUDENT SUPPORT

Beaudesert State High School has a comprehensive student support network for students and their parents who work with students in times of crisis and who provide long term support in the school environment.

The School Support Team comprises of:

- Two Guidance Officers
- Two Behaviour Advisory Teacher
- Youth Support Coordinator
- School-based Health Nurse
- Community Education Counsellor
- School Chaplain
- Outside agencies such Beaucare

Students should see respective staff members to make appointments.

Parents can make appointments with any Support Team staff by telephoning the Administration office.

Each year level has a Student Services Head of Department who works closely with students in a pastoral care role. They also help collect and coordinate information and support for individual students who may need extra support to progress successfully through the school.

Our school provides a supportive environment for learning so that our young people have the opportunity to grow and reach their full potential – their personal best.

BUILDING PARTNERSHIPS

Communication

<u>Within the school:</u> <ul style="list-style-type: none">• Whole school assembly – weekly• Year level assembly – weekly• Roll Class – three weekly	<u>Between school and home:</u> <ul style="list-style-type: none">• QParents• Beaudesert State High School Website - www.beaudesertshs.eq.edu.au• Parent/teacher Interviews• Information Evenings• Student Planner• Emails, telephone calls, letters and postcards• P & C Meetings – 2 per term
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Parent Involvement

Parents can be involved with the school by:

- Attending P&C Meetings (twice per term)
- Helping in the school canteen
- Communicating regularly with the school (write/telephone/email if you have something to tell us, or wish to share a concern)
- Looking at school website/ Facebook page
- Attending special functions and ceremonies, e.g. Parent-Teacher Evenings, Awards Night, Graduation Ceremony
- Ensuring that correct, neat uniforms are worn
- Assisting with homework and checking that it is done

Positive Complaint Management

We believe that positive relationships with home are fundamental to the effective performance of our students.

From time to time, you may have a concern about a school-related matter or there may be a decision you cannot understand.

This is a timely reminder that, if you have a concern about any matter, for example your child's performance, school decisions or procedures, we invite you to make an appointment to come and talk the matter over with us. It is better to endeavour to resolve it quickly.

We are committed to listening to you and to working with you to resolve matters in a productive way.

STUDENT ATTENDANCE

At Beaudesert State High School, there is a high expectation for full attendance and punctuality of all students. Absenteeism is one of the chief causes of poor classroom performance by students.

All students are expected to attend school every class, every day. Each parent must ensure their child attend school each school day.

Late Arrival: The school day starts at 8:50am. Students arriving late to school must present a parent note to the office staff at Student Services. Students will then be issued with a late slip to present to the class Teacher.

Leaving Early: Students are required to bring a parent note of explanation to Student Services before 9:00am. An Early Leaving Pass is provided to the student to show the Teacher when leaving class or school grounds. In some circumstances, permission to leave school early can only be granted by Administration or Office Staff.

Year 11 and 12 students have the privilege of being able to go home during Sport (Friday period 4) at various times during the year. This concession is made so that senior students can undertake additional study for exams, complete assignments, and the like in the comfort of their own homes. This privilege will be withdrawn where students do not show commitment to their studies, have assessment items owing, or their attendance record becomes poor.

Leaving the Grounds: Students are not permitted to leave the grounds during school hours without special permission from Administration and only then after a formal request from parents. This applies to students in all year levels. All students leaving the school grounds must go via the Administration Office.

Absences: All student absences must be explained. Students may bring a note signed by their parent/guardian or medical certificate on return to school. Alternatively, when a student is marked absent from school, a text message will be sent to the parent/guardian's mobile phone. A reply text may be sent to the school explaining the absence. Parents can also notify the school of absences by using the QParents portal.

Class Attendance: Students are expected to attend all classes. Students who are out of class for any reason (eg toilet, sick bay) are required to carry their Student Planner with them with the Student Movement Record signed by their classroom teacher.

Change of Details: Please notify the school if at any time your address, phone number, or email address changes so that our official records may be kept up to date.

Accidents and Illness: Students who injure themselves during class should report this immediately to their teacher. Injuries at other times should be reported to the nearest staffroom if urgent or to the Student Services counter in the administration building. Students who feel ill should report this to their teacher. At other times, students should report to Student Services.

Parents and Visitors: All parents and visitors must report to the Administration Office for permission to be on school grounds. Approval is not automatic and each case will be dealt with on its merits.

Legal Requirements: Young people must stay at school until they finish Year 10 or turn 16, whichever comes first. After a young person finishes Year 10 or turns 16, they must stay in education or training for a further two years or until they turn 17 years of age.

Holidays: Holidays during school terms are actively discouraged. Parents / care givers are requested to plan holidays during gazetted school holiday periods. If the absence is for more than 10 consecutive school days, an 'Exemption from Compulsory Schooling' is required.

STUDENT CODE OF CONDUCT

Purpose

Beauesert State High School is committed to providing a safe, respectful and disciplined learning environment for all students, staff and visitors, where students have opportunities to engage in quality learning experiences and acquire values supportive of their lifelong learning and wellbeing.

This *Beauesert State High School Student Code of Conduct* sets out the responsibilities and processes we use in our school to promote a productive, effective whole school approach to discipline.

Its purpose is to facilitate high standards of behaviour from all in the school community ensuring learning and teaching in our school is prioritised, so that students can participate positively, engage in quality learning experiences, experience success and staff enjoy a safe workplace.

Learning and Behaviour

Beauesert State High School believes that building positive relationships underpins a proactive approach to encouraging students to achieve their personal best in relation to behaviour, wellbeing and learning.



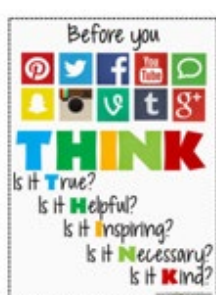
Beauesert State High School uses a multi-tiered system of support, Positive Behaviour for Learning, (PBL) as the foundation for our integrated approach to learning and behaviour. PBL is a preventative, differentiated framework grounded in practical strategies, targeted planning and data informed decision making. PBL is a problem-solving model using most to least intensive interventions to support the identified needs of individual students.

At Beauesert State High School we believe that behaviour, wellbeing and learning are inextricably linked. Underpinning the approach is the belief that developing positive relationships with students and parents and between students is key.

Behaviour Expectations Matrix

Our Behaviour Expectations Matrix is the explicit statement of behaviours expected at Beaudesert State High School that actively reinforce our philosophy of Personal Best and the value placed on relationships. Developed cooperatively, through a consultative process, the Behaviour Expectations are **explicitly taught** by all adults and used to remind students of acceptable behaviours at Beaudesert State High School. In addition, each classroom will have their own set of expectations that align with whole school expectations.

	RESPECTFUL	RESPONSIBLE	READY to Work and Learn
All Settings	Follow staff instructions. Respect people, privacy and property. Use appropriate, respectful language. Show kindness to others. Cooperate with others. Respect personal space.	Accept responsibility for your mistakes, words and actions. Be safe, act safely. Wear uniform correctly. Stay within school boundaries. Use technology appropriately.	Come to school every day. Go to every lesson. Be on time. Bring necessary equipment – Arrive with 5. Have your student planner with you every lesson, every day. Always do the best you can.
Classrooms including ovals, workshops, kitchens, agriculture, library science labs	Follow classroom entry procedures. Follow classroom behaviour and learning expectations. Allow others to learn without disruption. Treat computers and other equipment as important shared tools.	Phones off and away during class time. Follow safety rules. Have your Student Planner signed by your teacher if you have permission to leave the classroom. Complete homework, drafting and assessment on time.	Work at achieving your learning goals. Be an active listener Seek help. Ask questions. Think critically. Work together. Complete class work and homework. Participate and be willing to try new learning experiences.
Playground	Cooperate with others.	Keep your area clean. Stay within school boundaries. Remain in your year level area. Play safe and follow the rules of the game. Move to class when the first bell rings.	Use morning tea and lunch breaks for: toilet visits eating catching up with others getting ready for the next lesson.
Tuckshop	Be courteous Line up Use your manners Wait your turn		
Staff rooms & Offices including administration support services text hire uniform shop	Be courteous Wait quietly and patiently	Make appointments to see support staff. Follow late arrival and early leaving procedures. Explain all absences. Store scooters/skateboards/bikes in correct locations when you arrive.	
In the COMMUNITY – before, during and after school Eg sport, excursions work	Show courtesy and good manners at all times. Display good sportsmanship.	Contribute to the school and wider community. Represent your school with pride. Return permission forms and payments by due date.	Be involved in a range of school activities.
In the school surrounds including bus turnaround and carpark	Show courtesy and good manners towards bus drivers and other passengers.	Follow Bus Code of Conduct. Remain seated and quiet at all times. Move away from the turnaround and carpark to year level areas when you arrive at school. No access to cars during the day.	



For further information see our school website:

<https://beaudesertshs.eq.edu.au>

SCHOOL UNIFORM

The Uniform Shop is open each day from 8:00am – 11:00am, Monday, Tuesday, Thursday and Friday (closed Wednesday). Opens mid-January, Monday 16th – Friday 20th January 2023, 8:00 am – 2:00 pm, this is the week before school starts.

The school community and the Parents’ and Citizens’ Association endorses the wearing of a school uniform. They believe that the correct wearing of our school uniform not only encourages mutual respect between students but that it also helps to provide a safe and supportive environment. Accordingly, all students are to be in full school uniform at all times each school day. A full copy of the school’s Dress Code is available from the school’s website, www.beaudesertshs.eq.edu.au, however a summary of this information appears below:

Standard Uniform	
Junior (Year 7, 8 & 9)	Senior (Year 10, 11 & 12)
<ul style="list-style-type: none"> BSHS panelled polo shirt in jade, navy and gold Navy school logo shorts <p>All uniforms are embroidered with school logo or BSHS</p>	<ul style="list-style-type: none"> BSHS panelled polo shirt in navy, jade and gold Navy school logo shorts <p>All uniforms are embroidered with school logo or BSHS</p>

Formal Uniform	
Girls	Boys
<ul style="list-style-type: none"> White poly cotton over-blouse with jade and navy on sleeves Navy school skirt with 2 front pleats or long navy trousers BSHS navy and jade tie <p>All uniforms are embroidered with school logo or BSHS</p>	<ul style="list-style-type: none"> White poly cotton shirt with jade and navy trim on pocket Navy cargo school shorts or long navy trousers BSHS navy and jade tie <p>All uniforms are embroidered with school logo or BSHS</p>

Footwear <i>For both Standard and Formal Uniforms</i>	
<ul style="list-style-type: none"> Visible white ankle socks Black or white (entirely one colour) leather or vinyl lace-up shoes are COMPULSORY 	
<p>These types of shoes are permitted:</p> 	<p>These types of shoes are NOT permitted:</p> 

Hats

- Students are required to wear a hat during outdoor sport as well as Health and Physical Education and Agriculture lessons.

Winter Uniform

1. Navy Fleecy sweatshirt. (No 'hoodies')
2. Navy tracksuit with school logo
3. Beanies, gloves and scarves – navy only
4. Short-Sleeved undershirts – white only
5. Black stockings may be worn with the Formal Uniform.
6. Students may wear "South Coast" representative jackets. However, 'hoodies' are not acceptable.
7. Clothing, apparel, and hairstyles that are or are deemed to be inappropriate, offensive, unsafe, likely to be disruptive or are a negative influence on the school must not be worn. Students who wear such attire may be asked to remove it or they may, at the discretion of member of the administration, be removed from classes. Similarly, outlandish hair colours are not permitted at Beaudesert State High School.

Students Out of Uniform

1. Must provide a note to the relevant HoD Student Services before 8.50am
2. Students are expected to access alternative clothing provided by the school and available at the Student Services Hub (upper D block)

Jewellery and Makeup

1. Facial jewellery such as lip rings/bars/studs, eye rings/bars/studs or nose rings are not to be worn under any circumstances at school or on school related trips/excursions. Nose studs may be acceptable if they are very small, flat, an acceptable colour and are unobtrusive. The school administration reserves the right to determine which studs are acceptable in such cases.
2. Sleepers or studs are the only type of earring acceptable. Students should have no more than two studs or sleepers in each ear.
3. Necklaces, other than those with religious or medical significance, should not be worn. In such cases the necklace should be hidden below the student's blouse or shirt.
4. Bracelets should not be worn.
5. Two rings in total are deemed acceptable.
6. Makeup other than that required for medical or schooling reasons must not be worn. Students ignoring this policy will be required to remove it. Nail polish is included in this policy and must not be worn.

Hairstyles must be neat, clean and tidy. Hair colours must be natural toning.



PERSONAL PROPERTY & VALUABLES

Valuables should be left at home to prevent loss or theft. If money, in excess of what is reasonably required for tuckshop, is brought to school it should be left at Student Services for safekeeping. Students need to take all reasonable precautions to prevent loss of, or damage to, personal property whilst at school.

We advise students to:

- Ensure they do not leave money or valuables in their school bags
- Not bring items of value or sentiment to school
- Keep their school bags as close as possible to them at all times.

All clothing, books and other articles should be clearly marked with the student's name to reduce the chance of theft and for ease of identification.

If items are lost, students should report this to their Year Co-ordinator or Student Services immediately. Efforts will be made to recover the missing item however; the school cannot accept responsibility for goods stolen or lost and no insurance policy exists to cover the cost of lost or stolen items belonging to students.

PROHIBITED ITEMS

Students must not bring the following items to school:

- Aerosol cans
- Cutters / Stanley knives / pen knives, etc.
- Laser pointers
- Alcohol and drugs
- Cigarettes / lighters / matches / tobacco / vapes
- Permanent felt marking pens
- Weapons (objects of harm) or replicas

The school reserves the right to conduct searches of student's bags when there are reasonable grounds or a well-founded suspicion that a search will uncover particular items, such as items which are missing or not permitted at school, e.g. cigarettes, offensive material, illegal items.

MOBILE PHONES & ELECTRONIC DEVICES

The school accepts that students may need to have mobile phones for reasons of safety. The following rules apply when mobile phones are brought to school:

- Phones, and other devices are to be turned off and away during class time class or on assembly. Students are not permitted to leave the classroom to use their device during class time. In an emergency parents should contact office staff.
- The school will not take responsibility for phones or devices that are damaged, lost or stolen and will not take responsibility for any phone bills incurred.
- Personal technology devices may only be used during recesses, and before and after school.

Students who do not meet this expectation may be asked to take the device to the Student Services Hub, where it will be stored. Students may collect the item immediately after the end of the school day.

Recording voices and images: We uphold the value of trust and the right to privacy at BSHS. Students must not use personal technology devices to record inappropriate behaviours or incidents (such as vandalism, fighting, bullying, staged fighting or pranks, etc). Students must not record images anywhere people can reasonably expect to be afforded privacy (eg. in change rooms and toilets). Recording of events in class is not permitted unless express consent is provided by the class teacher. Students should note that the recording or dissemination of images that are considered indecent (such as nudity or sexual acts involving children), is against the law and if detected by the school will result in police involvement.

Text communication: The sending of text messages that contain obscene language and/or threats of violence may amount to bullying and/or harassment or even stalking, and will subject the sender to disciplinary action and possible police investigation. Students receiving such text messages **at school** should ensure they keep the message as evidence and bring the matter to the attention of the Year Coordinators, Support Staff or School

Administration. In these cases, the matter will be investigated and may be referred to the Queensland Police Service.

Disciplinary action: The school will not tolerate misuse of personal technology devices that causes embarrassment to individuals or the school, or amounts to bullying or harassment of students and/or teachers. This includes recording, and/or disseminating material through text messaging, display, internet uploading etc. and/or knowingly being a subject of a recording. In such cases, disciplinary action will be taken by the school (including suspension and exclusion).

ILLNESSES, ACCIDENTS & AMBULANCE

Since we are unable to look after sick children at school, parents / carers are requested not to send students who are already unwell. Students who become ill during the school day and wish to go to Sick Bay must first report to the student Services Office with a note from their teacher. Where possible, and if necessary, parents/carers will be contacted so that the student may be sent home. Facilities for sick children at school are limited – we are not a hospital. We believe home is the best place for students when they are ill.

Medical Information and Medication

Parents must inform Student Services of any relevant medical conditions / issues pertaining to their student. This includes a Medical Action Plan provided by a Doctor.

Staff members are not permitted to administer non-prescribed medication. If a student is required to take prescribed medication, the following procedures should be followed:

- Parent / Guardian must complete the required form available from Student Services
- All medication must be stored at Student Services
- Students are responsible for reporting to Student Services to take required medication.

Accidents and Injuries

Students who injure themselves during class should report this immediately to their teacher. Injuries at other times should be reported to the nearest staffroom if urgent or to Student Services.

In an emergency, such as an accident or serious injury occurring at school, parents/carers will be contacted immediately and an ambulance will be called. An up-to-date parent / guardian emergency number is essential.

NEW ENROLMENTS

All new enrolments to Beaudesert State High School are required to first complete and submit an 'Application for Student Enrolment' form with any additional information that may assist with the enrolment (e.g. health, learning support needs or family information).

Once this form is completed and submitted, the school will make contact within 3 days to schedule an enrolment interview with both parent and student. *{Please note Year 6 to year 7 Transition enrolment details below}*

Please bring to the interview:

- Birth Certificate or Passport / Visa
- Custody Papers / Family Court / Residency Orders
- Cash / credit card to join the school's Student Resource Scheme to ensure your child can take advantage of the school's resources

Transition between Primary Year 6 to Secondary Year 7

Each year, staff from Beaudesert State High School visit local primary schools to speak to year 6 students and provide the enrolment information.

In 2023, a new online process will be available for enrolment applications to be submitted.

Enrolment interviews will be conducted for ALL year 6 students seeking to enrol at Beaudesert State High School for year 7 in 2023.

Orientation Day is held towards the end of the school year where primary school students get to experience Beaudesert State High School.

Finally, a transition program for all Year Seven students provides structured support during the first few months in their new school.

Key dates for 2022/2023 are as follows:

Event	Date
Invitation to Prospective Parents Evening	Wednesday 31 st August 2022 5:00pm
Due date for submitting completed Enrolment Forms	Friday 16 th September 2022
Enrolment Interviews	Term 4 – weeks beginning: 7 th and 14 th November 2022 Various times
Transition Day for current Year 6 students intending to start Year 7 at BSHS in 2023	Monday 28 th November 2022 Starting school at 8:50am
First day of school for Year 7 students in 2023	Monday 23 th January 2022

QPARENTS

QParents is a secure, online portal that has been created by the Department of Education to provide parents of Queensland state school students with 24-hour access to their child's information.

The portal allows you to securely access information about your child and communicate directly with your child's school.

Features of QParents

QParents provides secure, online access to student information such as:

- attendance details and the ability to notify the school of an absence
- behaviour information
- report cards
- assessment dates
- upcoming events
- timetables
- invoices
- payment history
- student photo

You are also able to update your child's details including address and medical conditions, submit reasons for unexplained absences, notify the school of future absences, and make online payments against school invoices. QParents is not intended to replace the traditional ways you and your child's school communicate — it simply provides another option.

How will I get access?

The QParents portal is located online. Once registered, parents can login to the portal using their secure account details.

Parents or caregivers will then be nominated by the school as QParents Account Owners (QPAOs) for access to student information. The nominated Account Owners will then need to register with QParents to access this information.

Your school will also supply you with the registration requirements for QParents. You will need to undertake online identity verification and provide personal information such as your name and mobile phone number. During the registration process, you may view the Privacy Statement and Terms and Conditions in QParents for further details about information collection and use. For more detailed information or assistance with the QParents registration process, please refer to the QParents online help guide.

Which devices will I be able to use to access the site?

You can access QParents through a:

- Smartphone
- tablet
- personal computer

Who will be able to access my child's information?

The school will identify parents or caregivers as QParents Account Owners (QPAOs) and send them a unique invitation code to register with QParents, along with details on how to register. Once registered, the QPAO will have access to the student's information and they can also delegate access to a student's information to another parent or carer.

Where does the information about my child come from?

The student data displayed in the QParents application is information which the school already collects, records in the school student management IT system. This data is used to communicate with you about your child's education. Information recorded includes student report cards, timetable, behaviour records, invoices, attendance records, enrolment history, and student photo.

Help and contact information

- view Department of Education website – <https://qed.qld.gov.au/about-us/det-apps/qparents>
- visit – <https://qparents.qld.edu.au/#/help>
- or call 13 QGOV (13 74 68)
- or call the school on 07 5542 9111

An example of a pretend student's information:

The screenshot shows the QParents web application interface. At the top, it displays the Queensland Government logo and the Department of Education and Training. The user is logged in as Jane Orange. The main header includes the student's name, Manihi Orange, and the school name, Shelbyville State High School, Year 10. A navigation menu on the left includes Overview, Timetable, Attendance, Behaviour, Payments, Reports, and Enrolment History. The main content area features several summary cards: Attendance (92%, 1 day absent), Behaviour (Positive Awards: Cooperation), and Payments due (\$379.00). Below these are sections for Upcoming events and Timetable. The Upcoming events section lists various assignments, projects, and exams. The Timetable section shows the student's schedule for Tuesday, including classes like Roll Class, Humanities and Social Sciences, and Modified Maths Program. There are also sections for Downloads (Year 10 S1 2017 Assessment, Year 10 S1 2017 Exams) and Reports (Semester 2 2016).

PAYMENT METHODS AND EXCURSIONS

Beaudesert State High School offers flexibility to families through a range of payment methods for your convenience. Please contact the Cashier on 07 5542 9103 if you have any questions.

QParents: Pay a student's invoice securely through the QParents app using your debit/credit card. Payment through QParents app can be made 24 hours a day, 7 days a week. Your student's enrolment must be ACTIVE at Beaudesert State High School to access QParents. Students with a status of FUTURE will be made ACTIVE on their first day attending Beaudesert State High School and an invite will be sent out to parents upon change of status.

BPOINT: Paying fees / excursions / activities directly to the school over the internet with your debit/credit card. This method is provided to you 24 hours a day, 7 days a week. When school invoices are emailed just click on the BPOINT link located at the bottom of the OneSchool finance invoice or via the website. This will open up the BPOINT web page and pre-populate the CRN, invoice and student name details, part payments are also accepted.

BPOINT IVR (Interactive Voice Response) telephone payments: This number is included on all OneSchool invoices - Call 1300 631 073. Student CRN and invoice number are required.

BPOINT EDDR (Electronic Direct Debit Registration) payment plan: Parents/customers are provided a link to register their debit/credit card or bank account for direct debit regular payments. To setup, please contact the Cashier.



- Simply download the Qkr! App from the App store or Google Play
- Register your child's details on the app
- You are then ready to pay

INTERNET BANKING: Direct Payment into School Bank Account

Bank Account Name:	Beaudesert State High School General A/C
BSB Number:	064-400
Account Number:	00090023
Reference/Details:	Please record both " Student No (on Student's ID card) AND Reference Code " in the reference/details section so that your payment can be recorded correctly.

It is very important that you are accurate with your payment description. If we cannot identify your student or what you are paying for, we cannot allocate the payment correctly.

Please note – to ensure payment reaches the school's bank account prior to the payment cut-off date, all internet bank payments must be made no later than 48 hours prior to the cut-off date.

Beaudesert State High School cannot take any payments for P&C Uniform or Canteen

CENTRELINK DEDUCTIONS: These are available to families who wish to have a fixed amount deducted from their Pension / Newstart Allowance / Family Tax Benefit and applied to their child's account. Forms are available from the school and when completed please return the form to the Cashier for processing. Minimum fortnightly deduction is \$20.

CASH / EFTPOS: These methods are still available from 8:00am – 12noon on Tuesdays and Thursdays. The Cashier is closed Mondays, Wednesdays and Fridays.

Excursion Forms and reference codes to be viewed on the website links.

PARENTS & VISITORS

Beaudesert State High School is committed to taking all reasonable steps to ensure the safety of employees while they are performing their official duties and to provide a safe environment for staff, students and visitors.

Relevant sections of the *Education (General Provisions) Act 2006* will be readily applied when necessary:

• s333 Wilful Disturbance	• s336 Name and Address
• s334 Trespass	• s337 Direction about conduct and movement

Parents and visitors are not permitted to go directly to classrooms or into the grounds, without first obtaining permission from a member of the School Administration. Approval is not automatic and each case will be dealt with on its merits.

Contacting Students

Parents needing to contact students through the day should do so through the School Administration Office.

SCHOOL TRANSPORT

Buses: Bus companies provide information regarding bus passes, routes and Code of Conduct. Students should enter the bus turnaround through the designated small gates near the agriculture plot, and only after their bus has come to a complete stop. Upon arrival at school, students must move directly to their respective year level areas.

Student drivers: Any student who is driving to school is required to register their vehicle at the office and record the names of passengers they transport. Under no circumstances are any passengers to be carried unless the passenger's parents provide a note of authorisation. Students will drive only to and from school. Unless given permission from a member of the Administration, they will not be permitted to drive their cars during school hours. Enquires should be directed to Administration.

Bicycles: Bicycle racks are provided for student use and all bicycles must be stored in the bike compound which is locked during school hours. For security reasons, it is recommended that bicycles be locked. The school cannot accept responsibility for the security of bicycles parked in bike racks. The use of bicycle helmets is required by law. Once students enter the school grounds, they are to walk their bikes.

Scooters: Scooter racks, with chains, are provided for student use at Student Services. Students are to bring their own lock and key to secure their scooter when they arrive to school. Students can only unlock their scooter at the end of the school day or when they have permission to leave. The school cannot accept responsibility for the security of scooters in the racks. Once students enter the school grounds, they are to walk with their scooter.

PARENTS' AND CITIZENS' ASSOCIATION

Through the Parents' and Citizens' Association (P&C), we encourage active parent/carer involvement in our decision-making processes. We strive to develop positive and caring interpersonal relationships between students, teachers and the community.

The P&C Association meets twice per term, commencing at 6:00pm, in the Admin Conference Room of the school Administration Building.

P&C Meeting dates for 2023 are as follows:

2023	Term 1	Term 2	Term 3	Term 4
2 meetings per term	13/02/22 AGM	08/05/22	24/07/22	23/10/22
	13/03/22	12/06/22	04/09/22	20/11/22

The P&C serves:

- As a forum for discussion and feedback about the school and its operations
- To provide students/school with resources not supplied by Education Queensland

Your support and an active participation in the P&C is most welcome.

