

valued
TRADITIONS



latest
INNOVATIONS

Dear Parent/s,

Cairns State High School has enjoyed using QParents and we continue to encourage you to access the convenient, online parent portal of **QParents**. The QParents web and mobile application provides a more convenient, easier way for parents and legal guardians of Queensland state school students to interact with their child's 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 their child's 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 (function not yet available for Cairns State High School Student)
- Academic report cards
- Class timetables
- Viewing unpaid invoice details, payment history, and making payments online
- Viewing and updating 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

What is a QParents Account Owner (QPAO)?

The school will nominate one parent or legal guardian for each student to be the 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.

Registering for QParents

You will receive an invitation email or letter from us containing your unique invitation code in. Simply follow the instructions in that email or letter to complete the QParents account registration process.

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. Or, if you want another parent to be the QPAO, you can advise us and we will send them an invitation email or letter with their own unique invitation code.

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 completed your registration online. Please contact Office Reception regarding additional forms of ID that requirements via the QParent ID Check Form)** Alternatively, 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> or call 13 QGOV (13 74 68) to [discuss your personal situation or queries](#).

Where does the information about my child come from?

All of the information that is presented in QParents comes from the IT system that is used by all Queensland state schools. Schools will continue to manage student information in this system, and the information will be extracted and presented in QParents.

Will my child's information be secure?

Yes. QParents is a secure portal that meets strict industry standards. Only people with the right to access information about their child will be given an account; no one else. If you don't want to register for QParents, your account will not be created and your child's information will **not** be made available through QParents.

Help and contact information - **For further information see <https://qparents.qld.edu.au/#/about> and/or for help, visit <https://qparents.qld.edu.au/#/help> or call 13 QGOV (13 74 68).**

Yours Sincerely



Chris Zilm
Executive Principal