



Slade Point State School

Truth, Tolerance and Toil.

Introduction to the Online Services Consent Form for Slade Point State School.

Our school uses tools and resources to support student learning, including third party (non-departmental) online services hosted and managed outside of the Department of Education network.

Online services, including websites, web applications, and mobile applications, are delivered over the internet or require internet connectivity. Examples may include interactive learning sites and games, online collaboration and communication tools, web-based publishing and design tools, learning management systems, and file storage and collaboration services.

This letter is to inform you about the third party online services used in our school and how your child's information, including personal information and works, may be recorded, used, disclosed, and published to the services (if you provide your consent for this to occur).

The Online Services Consent Form is a record of the consent provided.

About the online services

After evaluation, the principal has deemed specific third party online services appropriate for school use. These online services are listed on the consent form.

Third party online service providers are external to the school, and the services may be hosted onshore in Australia or offshore outside of Australia. Data that is entered into offshore services may not be subject to Australian privacy laws. When considering whether to provide your consent, we encourage you to read the information provided about each online service, including the *terms of use* and *privacy policy*, which outline how information and works will be used and under what circumstances they may be shared.

Student information

The consent collected by the form covers both student personal information (e.g. name, date of birth) and school-based information (e.g., student username, email, year level) as outlined on the form.

Where permitted by the service provider, de-identified information will be used and/or efforts will be made to limit the amount of personal information disclosed and stored within online services (e.g., when registering accounts, only mandatory information will be disclosed).

Student works

Works might include materials such as student projects, assignments, portfolios, images, video or audio. Where student works will be created within, stored or published to the online service (in some cases, published information or works will be viewable by the public), this will be indicated in 'additional consent requirements' in Section 5 of the Online Services Consent Form.

Parent information

Where your personal information (e.g. parent email, name, contact details) will be disclosed to the online service, this will be indicated in the 'additional consent requirements' in Section 5 of the Online Services Consent Form.

Purpose of the consent

Third party online services are used for various purposes. The purpose of use for each service is outlined in Section 5 of the Online Services Consent Form. For example, teachers may use online services with students to support curriculum delivery, complete learning activities and assessment, facilitate class collaboration, and create and publish class work (e.g. projects, assignments, portfolios).

The Online Services Consent Form records your consent for your child to register accounts, use, and, where specified, publish their work to these services. The form also collects your consent for school staff to collect, store, and transmit information to online services in order to manage school operations and communicate with parents and students.

It should be noted that, in some instances, the school may be required or authorised by the *Education (General Provisions) Act 2006* (Qld) or by law to record, use or disclose the student's personal information or materials without consent.

Voluntary consent provision

It is not compulsory to provide consent. If your consent is not given, this will not adversely affect any learning opportunities provided by the school to your child.

Consent may be limited or withdrawn

You can withdraw your consent at any time by notifying the school in writing (by email or letter). The school will confirm the receipt of your request via email if you provide an email address. You may also limit your consent by providing consent for some, but not all, online services listed on the form.

Requests to limit consent in relation to how the 'Information covered by this consent form' and the 'Approved purpose' (Section 2 and 3 of the form) are applied to a specific service, will be treated as "do not consent", as the school cannot guarantee correct implementation of individual requests. Due to the nature of the internet, it may not be possible for all copies of information (including images and student works that have already been disclosed or published) to be deleted or restricted from use if you request it. The school may remove content that is under its direct control, however, information and works that have already been disclosed and published cannot be deleted, and the school is under no obligation to communicate changes to your child's consent circumstances to online service providers.

Duration of consent

The consent applies for the period of time specified on the form. You may review and update your consent at any time by notifying the school in writing (by email or letter).

There may be circumstances where the school issues a new consent form to seek additional consent e.g. in the event that new online services are identified for use.

Who to contact

To return the form, express a limited consent, withdraw consent or ask questions regarding consent, please contact **Lois Reck, Business Manager**.

Online Services Consent Form

Privacy Notice

The Department of Education is collecting the personal information on this form in order to obtain consent regarding the use of online services. This information and completed form will be stored securely. Personal information collected on this form may also be used by or disclosed to third parties by the Department where authorised or required by law. If you wish to access or correct any of the personal information on this form, or discuss how it has been dealt with, please contact your student's school in the first instance.

This form is to be completed by:

- Parent/carer*;
- Student over 18 years; or
- Student with independent status.

(*Note: Where a student who is under 18 years is able to consent, they may also provide consent in addition to the parent.)

1. IDENTIFY THE PERSON TO WHOM THE CONSENT RELATES

a) Full name of student _____

2. INFORMATION COVERED BY THIS CONSENT FORM

a) The consent collected by the form covers the following student personal information (identifying attributes):

- Student name (first name and/or last name)
- Sex/Gender
- Date of Birth, age, year of birth

AND the following school-based information (generally, non-identifying attributes*):

- Student school username
- Student school email
- Student ID number
- School
- Year Group
- Class
- Teacher
- Country

*In cases where registration and/or use requires a combination of school-based information (non-identifying) and personal information, or a combination of school-based information, the school-based information may become identifiable.

b) If an online service records, uses, discloses and/or publishes student works, parent information or additional student information (such as photographs of students), not listed above (Section 2a.), the school will specify it as part of the *additional consent requirements* on the form. Examples may include:

- Student assessment
- Student projects, assignment, portfolios
- Student image, video, and/or audio recording
- Sensitive information (e.g., medical, wellbeing)
- Name and/or contact details (e.g. email, mobile phone number) of student's parent

3. APPROVED PURPOSE

This form records your consent for the recording, use, disclosure and publication of the information listed in item 2 above, and any information or student works listed under the 'additional consent requirements', and to transfer this information and works within Australia and outside of Australia (in the case of offshore services) to the online service providers for the following purposes:

- For your child to register an account for the online services
- For your child to use the online services in accordance with each service's *terms of use* and *privacy policy* (including service provider use of the information in accordance with their *terms of use* and *privacy policy*)
- For the school to:

- administer and plan for the provision of appropriate education, training and support services to students,
- assist the school and departmental staff to manage school operations and communicate with parents and students.

4. TIMEFRAME FOR CONSENT

The consent granted by this form is for the duration of the student’s current phase of learning (i.e. Years P-3, 4-6, 7-9 and 10-12). Consent is obtained upon enrolment and renewed when students move into a new phase of learning (e.g. minimum every four years).

5. CONSENT FOR ONLINE SERVICES

For each online service listed below, please indicate your choice to **give consent** or **not give consent** for the information outlined in Section 2 to be disclosed to the online service in accordance with the purpose outlined in Section 3, and for the timeframe specified in Section 4.

Service name:	Ed Alive	Data hosting:	Onshore Australian	<input type="checkbox"/> I give consent	<input type="checkbox"/> I do not give consent
Url:	https://central.edalive.com/auth/login				
Purpose of use:	Australian Curriculum: English, Literacy and Numeracy (spelling)				
Terms of use:	https://central.edalive.com/terms-of-use				
Privacy policy:	https://central.edalive.com/privacy-policy				
Additional consent is being sought for the following reasons: (as per Section 2b)	<input type="checkbox"/> Student image, video, and/or recording are N/A <input checked="" type="checkbox"/> Student works are stored . <input checked="" type="checkbox"/> The following additional student personal information is disclosed: assignments <input type="checkbox"/> The following parent personal information is disclosed: N/A <input type="checkbox"/> Student information is able to be viewed by the public <input type="checkbox"/> Parent information is able to be viewed by the public <input type="checkbox"/> Other: N/A				

6. CONSENT AND AGREEMENT

Person giving consent – I am (tick the applicable box):

- parent/carer of the person identified in Section 1
- the person identified in Section 1 (if student is over 18 years or has independent status)

I have read the explanatory letter, or it has been read to me. I have had the opportunity to ask questions about it and any questions that I have asked have been answered to my satisfaction. By signing below, I consent for the information outlined in Section 2 and any additional consent requirements outlined in Section 5 to be disclosed to the online services in accordance with the purpose outlined in Section 3 and for the timeframe specified in Section 4.

Print name of student: _____

Print name of consenter: _____

Signature or mark of _____

consenter:

Date: ____/____/____

Signature or mark of student*: _____

Date: ____/____/____

**Where a student who is under 18 years is able to consent, they may also provide consent in addition to the parent*

SPECIAL CIRCUMSTANCES

The section below must be completed, if the form is:

- A) required to be read aloud (whether in English or in an alternative language or dialect) to the person giving consent **and/or**:
- B) when the person giving consent is an independent student under the age of 18.

→ WITNESS - for consent from an independent student or where the explanatory letter and the form were read

I have witnessed the signature or mark of an independent student, or the accurate reading of the explanatory letter and the Online Services Consent Form was completed in accordance with the instruction of the person giving consent. The person giving consent has had the opportunity to ask questions. I confirm that the person giving consent have given consent freely and I submit the person understood the implications.

Print name of _____

witness:

Signature of _____

witness:

Date: ____/____/____

→ Statement by the person taking consent – when it is read

I have accurately read aloud the explanatory letter and the Online Services Consent Form to the person giving consent, and to the best of my ability made sure that the person understands that the following will be done:

- The identified information will be used in accordance with the Online Services Consent Form
- The school will cease using the information from the date that the school receives a written withdrawal of consent.

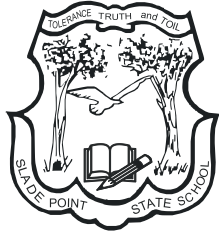
I confirm that the person giving consent was given an opportunity to ask questions about the explanatory letter and Online Services Consent Form, and all questions asked by the person giving consent have been answered correctly and to the best of my ability. I confirm that the person giving consent has not been coerced into giving consent, and the consent has been given freely and voluntarily.

A copy of the explanatory letter has been provided to the person giving consent.

Print name and role of person taking the consent: _____

Signature of person taking the consent: _____

Date: ____/____/____



Slade Point State School

P.O. Box 9150, Slade Point Q. 4740

Email:

principal@sladepointss.eq.edu.au

Telephone: (07) 4965 7333

Website: www.sladepointss.eq.edu.au

Fax : (07) 4965 7300

INTERNET AGREEMENT

Dear Caregiver,

Today's students live in a digital world and our school is committed to providing educational activities that enable your student to succeed in this digital world. Education Queensland is committed to integrating use of Information and Communication Technologies (ICTs) into all subject areas and providing a level of access to these technologies throughout schools. To provide this access, the school requires caregiver permission to allow your student to use the school ICT network (including the Internet).

It is important that both you and your student understand the responsibilities of students, caregivers, and the school when using the school ICT devices and facilities.

Student Responsibilities:

It is acceptable for students to use school ICT devices and facilities for:

- ✓ Class work and assignments set by teachers;
- ✓ developing literacy, communication and information skills;
- ✓ authoring text, artwork, audio and visual material for publication on the Internet, solely for educational purposes as supervised and approved by the school;
- ✓ conducting research for school activities and projects;
- ✓ communicating with other students, teachers, parents or experts in relation to school work;
- ✓ access to online references such as dictionaries, encyclopaedias, etc.
- ✓ accessing educational online subscriptions i.e. Reading Eggs, Mathletics and Typing Tournament.

It is unacceptable for students to:

- ✓ download, distribute or publish offensive messages or pictures;
- ✓ use obscene or abusive language to harass, insult or attack others;
- ✓ deliberately waste printing and Internet resources;
- ✓ damage or disrupt computers, printers or the network equipment;
- ✓ violate copyright laws, which includes plagiarism and music;
- ✓ use unsupervised internet chat;
- ✓ use online e-mail services (e.g. hotmail);
- ✓ send chain letters or Spam e-mail (junk mail);
- ✓ divulge personal information (e.g. name, parent's name, address), via the internet or e-mail, to unknown people;
- ✓ give their username and password to another student;
- ✓ use another student or staff member's username or password to access the school's network, including trespassing in another person's files, home drive or e-mail;
- ✓ access non-educational games or activities.

Caregivers Responsibilities:

Caregivers (and students) should:

- ✓ accept that the Internet gives access to all sorts of information, some good some not good;
- ✓ accept that the school cannot fully control information accessed through the Internet;
- ✓ be able to report and discontinue access to harmful Internet and email information.

Caregivers (and students) should be aware that:

- ✓ access to ICT resources is for learning experiences;
- ✓ the ICT facilities should be used responsibly and with care;
- ✓ students breaking these rules will be faced with consequences under the school behaviour management plan;
- ✓ information may be accidentally displayed that could be illegal, dangerous or offensive, with or without the student's immediate knowledge;
- ✓ teachers will always exercise their duty of care, but control of access to harmful information requires responsible use by the student.

School Responsibilities:

The school will:

- ✓ provide educational experiences using ICT devices and facilities;
- ✓ restrict/remove student access to ICT resources if the student/caregiver does not meet the school's ICT usage standards;
- ✓ prepare students for the possibility of unanticipated access to harmful information, materials or approaches from unknown persons via the Internet;
- ✓ ensure that, where possible, Internet use by students is prepared before class, including checks on sites students are directed to visit.

The following Internet Agreement Form needs to be signed each year and returned to the school. Once students have returned this signed agreement form, they will be issued with a username and password to access the Internet.

If you have any questions regarding the use of the Internet at Slade Point State School please do not hesitate to contact the school, telephone 4965 7333.

Principal. Slade Point State School.

Slade Point State School provides access to the Internet for educational uses and communication within the wider school community. Students accessing the Internet without a specific educational purpose should do so using computer resources outside the school.

SLADE POINT STATE SCHOOL

INTERNET AGREEMENT

Student:

I understand that the school's ICT network provides me with access to a range of essential learning tools, including the internet. I understand that the internet can connect me to useful information stored on computers from around the world.

While I have access to the school's ICT network:

- ◆ I will only use it for educational purposes;
- ◆ I will not undertake or look for anything that is illegal, dangerous or offensive;
- ◆ I will not reveal my password or allow anyone else to use my school account; and
- ◆ I will adhere to my responsibilities under the Slade Point State School ICT Acceptable Use policy.

Specifically, in relation to e-mail and internet usage, I will:

- ◆ clear any offensive pictures or information from my screen; and
- ◆ immediately AND quietly inform my teacher.

In the same instance I will not:

- ◆ reveal home addresses or phone numbers – mine or that of any other person; or
- ◆ use the school's ICT network (including the internet) to annoy, offend or defame anyone else.

I understand that if the school decides I have broken the rules for using its ICT network, appropriate action will be taken in line with the Slade Point State School Responsible Behaviour Plan, which may include loss of access to the network (including the internet) for some time.

Student' Name: _____

Student's Signature: _____ Date: _____

Caregiver:

I understand that the school provides my child with access to the school's network (including the internet) for valuable learning experiences. In regards to internet access, I understand that this will give my child access to information on computers from around the world; that the school cannot control what is on those computers; and that a small part of that information can be illegal, dangerous or offensive.

I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information should depend finally upon responsible use by students/my child. Additionally, I will ensure that my child understands and adheres to the school's appropriate behaviour requirements and will not engage in inappropriate use of the school's ICT network.

I believe _____ (name of student) understands this responsibility, and I hereby give my permission for him/her to access and use the school's ICT network (including the internet) under the school rules. I understand that students breaking these rules will be subject to appropriate action by the school. This may include loss of access and usage of the school's ICT network for some time.

Caregiver's Name: _____

Caregiver's Signature: _____ Date: _____

SLADE POINT STATE SCHOOL

Introduction to the State School Consent Form (attached) for Slade Point State School

This letter is to inform you about how we will use your child's personal information and student materials. It outlines:

- What information we record
- How we will use student materials created during your child's enrolment.

Examples of personal information which may be used and disclosed (subject to consent) include part of a person's name, image/photograph, voice/video recording or year level.

Your child's student materials:

- are created by your child whether as an individual or part of a team
- may identify each person who contributed to the creation
- may represent Indigenous knowledge or culture.

Purpose of the consent

It is the school's usual practice to take photographs or record images of students and occasionally to publish limited personal information and student materials for the purpose of celebrating student achievement and promoting the school and more broadly celebrating Queensland education.

To achieve this, the school may use newsletters, its website, traditional media, social media or other new media as listed in the 'Media Sources' section below.

The State School Consent Form may, at your discretion, provide consent for personal information and a licence for the student materials to be published online or in other public forums. It also allows your child's personal information and student materials to be presented in part or alongside other students' achievements.

The school needs to receive consent in writing before it uses or discloses your child's personal information or student materials in a public forum. The attached form is a record of the consent provided.

It should be noted that in some instances the school may be required by the *Education (General Provisions) Act 2006* or by law to record, use or disclose the student's personal information or materials without consent (e.g. assessment of student materials does not require further consent).

Voluntary

There will not be any negative repercussions for not completing the State School Consent Form or for giving limited consent. All students will continue to receive their education regardless of whether consent is given or not.

Consent may be limited or withdrawn

Consent may be limited or withdrawn at any time by you.

If you wish to limit or withdraw consent please notify the school in writing (by email or letter). The school will confirm the receipt of your request via email if you provide an email address.

If in doubt, the school may treat a notice to limit consent as a comprehensive withdrawal of consent until the limit is clarified to the school's satisfaction.

Due to the nature of the internet and social media (which distributes and copies information), it may not be possible for all copies of information (including images of student materials) once published by consent, to be deleted or restricted from use.

The school may take down content that is under its direct control, however, published information and materials cannot be deleted and the school is under no obligation to communicate changes to consent with other entities/third parties.

Media sources used

Following is a list of online and social media websites and traditional media sources where the school may publish your child's personal information or student materials subject to your consent.

- School website: <https://sladepointss.eq.edu.au/>
- Facebook: **Slade Point State School**
- Local newspaper
- School newsletter
- Traditional and online media, printed materials, digital platforms' promotional materials, presentations and displays

The State School Consent Form does not extend to P&C run social media accounts or activities, or external organisations.

Duration

The consent applies for the period of enrolment or another period as stated in the State School Consent Form, or until you decide to limit or withdraw your consent.

During the school year there may be circumstances where the school or Department of Education may seek additional consent.

Who to contact

To return a consent, express a limited consent or withdraw consent please contact:

The Principal
principal@sladepointss.eq.edu.au
4965 7333

The Principal should be contacted if you have any questions regarding consent.



1 IDENTIFY THE PERSON TO WHOM THE CONSENT RELATES

- Parent/carer to complete
- Mature/independent students may complete on their own behalf (if under 18 a witness is required).

(a) Full name of individual (Student Name):

(b) Date of birth:

(c) Name of school: **Slade Point State School**

(d) Name to be used in association with the person's personal information and materials* (please select):

Full Name First Name No Name Other Name

**Please note, if no selection is made, only the Individual's first name will be used by the school. However, the school may choose not to use a student's name at its discretion.*

2 PERSONAL INFORMATION AND MATERIALS COVERED BY THIS CONSENT FORM

(a) **Personal information** that may identify the person in section 1:
▶ Name (as indicated in section 1) ▶ Image/photograph ▶ School name
▶ Recording (voices and/or video) ▶ Year level

(b) **Materials** created by the person in section 1:
▶ Sound recording ▶ Artistic work ▶ Written work ▶ Video or image
▶ Software ▶ Music score ▶ Dramatic work

3 APPROVED PURPOSE

If consent is given in section 6 of the form:

- The personal information and materials (as detailed in section 2) may be recorded, used and/or disclosed (published) by the school, the Department of Education (DoE) and the Queensland Government for the following purposes:
 - Any activities engaged in during the ordinary course of the provision of education (including assessment), or other purposes associated with the operation and management of the school or DoE including to publicly celebrate success, advertising, public relations, marketing, promotional materials, presentations, competitions and displays.
 - Promoting the success of the person in section 1, including their academic, sporting or cultural achievements.
 - Any other activities identified in section 4(b) below.
- The personal information and materials (as detailed in section 2) may be disclosed (published) for the above purposes in the following:
 - the school's newsletter and/or website;
 - social media accounts, other internet sites, traditional media and other sources identified in the 'Media Sources' section of the explanatory letter (attached);
 - year books/annuals;
 - promotional/advertising materials; and
 - presentations and displays.

4 TIMEFRAME FOR CONSENT

School representative to complete.

(a) Timeframe of consent: duration of enrolment.

5 LIMITATION OF CONSENT

The Individual and/or parent wishes to limit consent in the following way:

6 CONSENT AND AGREEMENT

► CONSENTER – I am (tick the applicable box):

- parent/carer of the identified person in section 1
- the identified person in section 1 (if a mature/independent student or employee including volunteers)
- recognised representative for the Indigenous knowledge or culture expressed by the materials

I have read the explanatory letter, or it has been read to me. I have had the opportunity to ask questions about it and any questions that I have asked have been answered to my satisfaction. By signing below, I consent to the school recording, using and/or disclosing (publishing) the personal information and materials identified in section 2 for the purposes detailed in section 3.

By signing below, I also agree that this State School Consent form is binding. For the benefit of having the materials (detailed in section 2) promoted as DoE may determine, I grant a licence for such materials for this purpose. I acknowledge I remain responsible to promptly notify the school of any third party intellectual property incorporated into the licensed materials. I accept that attribution of the identified person in section 1 as an author or performer of the licensed materials may not occur. I accept that the materials licensed may be blended with other materials and the licensed materials may not be reproduced in their entirety.

Print name of student

Print name of consenter (Parent/Carer).....

Signature or mark of consenter

Date

Signature or mark of student (if applicable)

SPECIAL CIRCUMSTANCES

If the form is required to be read out (whether in English or in an alternative language or dialect) to a parent/carer or Individual student; or when the consenter is an independent student and under 18 the section below must be

► WITNESS – for consent from an independent student or where the explanatory letter and State School Consent Form were read

I have witnessed the signature of an independent student, or the accurate reading of the explanatory letter and the State School Consent Form was completed in accordance with the instruction of the potential consenter. The individual has had the opportunity to ask questions. I confirm that the individual has given consent freely and I understand the person understood the implications.

Print name of witness

Signature of witness Date

.....

► Statement by the person taking consent – when it is read

I have accurately read out the explanatory letter and State School Consent Form to the potential consenter, and to the best of my ability made sure that the person understands that the following will be done:

1. the identified materials will be used in accordance with the State School Consent Form
2. reference to the identified person will be in the manner consented
3. in accordance with procedures DoE will cease using the identified materials from the date DoE receives a written withdrawal of consent.

I confirm that the person was given an opportunity to ask questions about the explanatory letter and State School Consent Form, and all the questions asked by the consenter have been answered correctly and to the best of my ability. I confirm that the individual has not been coerced into giving consent, and the consent has been given freely and voluntarily.

A copy of the explanatory letter has been provided to the consenter.

Print name and role of person taking the consent

Signature of person taking the consent

Date

Privacy Notice

The Department of Education (DoE) is collecting your personal information on this form in order to obtain consent for the use and disclosure of the student's personal information. The information will be used and disclosed by authorised school employees for the purposes outlined on the form. Student personal information collected on this form may also be used or disclosed to third parties where authorised or required by law. This information will be stored securely. If you wish to access or correct any of the personal student information on this form or discuss how it has been dealt with, please contact your student's school in the first instance.

Student Resource Scheme - Participation Agreement Form

The Student Resource Scheme

The Student Resource Scheme (SRS) is a user-charging scheme operated by schools to provide parents with a mechanism to access individual student resources that are not funded by the government.

Government funding for schools does not extend to individual student resources and equipment for their personal use or consumption. Supply of these items, such as textbooks and personal laptops/iPads, is the responsibility of the parent.

The objective of the scheme is to provide parents a convenient and cost-effective alternative to individual supply of resources for their students. Participation in the SRS is optional, and no obligation is placed on a parent to participate.

Terms and conditions for participating in the scheme are provided on the reverse side of the form. Information is also provided on the Textbook and Resource Allowance (TRA) where applicable.

This Participation Agreement Form applies for the duration of a student's enrolment at the school, however parents who are participating in the scheme can choose to opt out from the SRS in future years by completing a new Participation Agreement Form. Any new Participation Agreement Form submitted annually and received by the school will supersede the previous form lodged.

Parents pay the annual participation fee in accordance with the selected payment arrangement. If a student joins the school mid-year, a pro-rata participation fee may apply.

Parents not participating in the scheme must provide their student with all items that would otherwise be provided by the scheme as detailed in the information provided by the school. Parents can choose to join the SRS in future years by completing a new Participation Agreement Form.

To assist schools in managing and administering the scheme, parents are requested to complete the Participation section of this form and return it to the school.

If parents have not completed and returned the form before the due date indicated by the school in the SRS Annual Parent Information documents, the school will take the view that the parent does not wish to participate.

Payment

On agreeing to participate in the SRS, a parent agrees to pay the participation fee as advised and invoiced by the school. For families experiencing financial hardship, please contact the school as soon as possible to discuss options available.

Participation

YES I wish to participate in the Student Resource Scheme. I have read and understand the Terms and Conditions of the scheme (see reverse) and agree to abide by them and to pay the annual participation fee in accordance with the selected payment arrangement. I understand that I can opt out of participation in the SRS in any year by completing a new Participation Agreement Form.

NO I have read the terms and conditions and I do not wish to participate in the Student Resource Scheme. I understand I must provide my child with all items that would otherwise be provided by the SRS as detailed in the information provided by the school. I understand that I can choose to join the SRS in future years by completing a new Participation Agreement Form.

School Name	
Form Return Date	
Student Name	
Year Level	
Parent Name	
Parent Signature	
Date	

Privacy Statement

The Department of Education collects the information you complete on the Participation Agreement Form in order to administer the Student Resource Scheme (SRS). The information will only be accessed by school employees administering the SRS. However, if required, some of this information may be shared with departmental employees for the purpose of debt recovery. Your information will not be given to any other person or agency unless you have given permission or the Department of Education is authorised or required by law to make the disclosure.



Terms and Conditions

Definition

1. Reference to a “parent” is in accordance with the definition in the *Education (General Provisions) Act 2006* and refers equally to an independent student. **Purpose of the SRS**
2. In accordance with the *Act*, the cost of providing instruction, administration and facilities for the education of students enrolled at state schools who are Australian citizens or permanent residents, or children of Australian citizens or permanent residents, is met by the State.
3. Parents are directly responsible for providing textbooks and other personal resources for their children while attending school.
4. The SRS enables a parent to enter into an agreement with the school to provide the resources as advised by the school for a specified annual participation fee.

Participation in the SRS

5. Participation in the SRS is optional and parents are under no obligation to participate.
6. The school will provide parents with a list of resources supplied by the SRS to enable parents to assess the cost effectiveness of participation.
7. Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
8. Parents must complete and sign the Participation Agreement Form and return it to the school by the advertised date.
9. This agreement is for the duration of the student’s enrolment at the school, unless a new Participation Agreement Form is completed.
10. Parents are given the option annually to choose whether to participate in the SRS or not by completing this form.
11. Where a parent signs up to participate in the SRS they are agreeing to pay the annual participation fee for the items provided by the SRS.
12. Payment of the participation fee implies acceptance of the SRS including the Terms and Conditions irrespective of whether or not the signed form has been returned.
13. Where a student starts at the school during the school year, the parent may be entitled to pay a pro-rata participation fee to participate based on a 40-week school year.
14. Where a participation fee has been paid and a student leaves the school during the year, the school must determine if the parent is eligible for a pro-rata refund. This will also take into account any pro-rata of the Textbook and Resource Allowance (TRA) (see Additional Information regarding TRA eligibility) and any outstanding SRS debts (including any debts from damaged or non-returned items). Where the cost of outstanding debts is higher than the calculated refund, the parent is liable to pay this balance of funds. **Non-Participation in the SRS**
15. Parents who choose not to participate in the SRS are responsible for providing their student with all items that would otherwise be provided by the SRS to enable their student to engage with the curriculum.
16. The school will provide non-participating parents with a list of resources the parents are required to supply for their child.
17. All items included in the SRS must be able to be independently sourced, purchased and supplied by parents who choose not to participate in the SRS.
18. As the SRS operates for the benefit of participating parents and is funded from participation fees, SRS resources will not be issued to students whose parents choose not to participate in the SRS.

The Resources

19. SRS funds received by the school will only be expended on student resources outlined in the school’s SRS and will not be expended on other items or used to raise funds for other purposes.
20. In return for payment of the participation fee, the SRS will provide the participating student with the entire package of resources for the specified participation fee. It is not available in parts unless specifically provided for by the school in the fee structure.
21. The resources, as determined and advised by the school may be:
 - retained by the student and used at their discretion; or
 - used/consumed by the student in the classroom; or
 - hired to the student for their personal use for a specified period of time.

22. All SRS resources hired to a student for their temporary use remain the property of the school. The resources must be returned by the agreed date or if the student leaves the school.
23. Parents are responsible for ensuring that any hired SRS resources provided for their child’s temporary use are kept in good condition.
24. The school administration office must be notified immediately of the loss or damage to any hired item.
25. Where a hired item is lost, not returned, or damaged, parents will be responsible for payment to the school of the value of the item or its repair.
26. The replacement cost of any resource may be up to the maximum value (subject to depreciation where appropriate) of the acquisition cost to the school.
27. Parents may be responsible for supplying their child with other resources not specified in the SRS as advised by the school. **Payment Arrangements**
28. Payment of the participation fee may be made in whole, as per a nominated payment plan, or for another amount as approved by a Principal.
29. Payment of the participation fee must be made as per the payment methods nominated by the school.
30. Any concessions relating to the participation fee will be at the discretion of the Principal.

Debt Management

31. Payment of the participation fee is a requirement for continued participation in the SRS.
32. Non-payment of the participation fee by designated payment date(s) may result in debt recovery action in accordance with the Department’s Debt Management Procedure <https://ppr.qed.qld.gov.au/pp/debt-management-procedure>

Parents’ Experiencing Financial Hardship

33. Parents experiencing financial hardship who are currently participating in or wish to participate in the SRS should contact the school to discuss options.
34. Principals may vary payment options, negotiate alternative arrangements and/or waive all or part of the participation fee for parents experiencing financial hardship.
35. The onus of proof of financial hardship is on the parent.
36. The school may require annual proof of continuing financial hardship.
37. All discussions will be held in the strictest confidence.

Additional Information

Textbook and Resource Allowance (TRA)

- The Queensland Government provides financial assistance to parents of students in Years 7 to 12, to offset the costs of textbooks and other resources. Assistance is provided in the form of a TRA which is paid through the school. Refer to the department’s website for current TRA rates <https://education.qld.gov.au/about-us/budgets-funding-grants/grants/parents-and-students/textbook-resource-allowance>.
- The TRA is used to offset the fees associated with participation in the SRS.
- Parents not participating in the SRS will receive the TRA directly from the school.
- Parents not participating in the SRS should contact the school directly if they do not automatically receive the payment.



Queensland
Government



Slade Point State School

P.O. Box 9150, Slade Point Q. 4740
Telephone: (07) 4965 7333

Email: principal@sladepointss.eq.edu.au
Website: www.sladepointss.eq.edu.au

MEDICAL AND PARENTAL CONSENT FORM - STUDENT

STUDENT'S NAME (IN FULL): _____

DATE OF BIRTH: _____

NAME OF PARENT/GUARDIAN: _____

ADDRESS: _____

TELEPHONE: (HOME) _____ (WORK) _____ (MOBILE) _____

MEDICARE NUMBER: _____

WHEN WAS YOUR SON/DAUGHTER'S LAST TETANUS BOOSTER? _____

SPECIAL DIETARY REQUIREMENTS: _____

DOES YOUR SON/DAUGHTER SUFFER FROM ANY OF THE FOLLOWING?

****IF YES PLEASE GIVE FULL DETAILS (For Example - Severity, Medication, Date of last Attack/ Operation/ Injury)**

(a) Asthma: _____

(b) Other Respiratory Problems: _____

(c) Drug Allergies: _____

(d) Other Allergies: _____

(e) Anaesthetic (Local and General) Allergies: _____

(f) Sugar Diabetes: _____

(g) Epilepsy: _____

(h) Heart Problems: _____

(i) Blood Pressure: _____

(j) Bed Wetting: _____

(k) Other - Please list: _____

(l) Recent Operations/Injuries: _____

Full details of any problems either medical or physical which would limit your son/ daughter's full participation in any activity:

OPTIONAL SECTION - ASTHMA DETAILS

Are you on regular medication? YES / NO

Have you required urgent medical attention in the last year? YES / NO

What are your trigger factors?

What asthma medications do you take?

- Preventer and dose
- Reliever and dose

Strategies for obtaining relief from an attack

.....

Best peak flow

Peak flow below double dose of preventer

Peak flow below start reliever and contact doctor

Peak flow below continue reliever and contact ambulance immediately

ALLERGY DETAILS

What triggers your allergic reaction?

What is the specific nature of your reaction?

What is your reaction time?

What medication do you take for the reaction?

When was your last allergic reaction? What was the trigger?

What was the nature of this allergic reaction?

How was this effectively treated?

I am aware of the types of activities included in the program and what they entail.

I give consent for my son/ daughter to participate in the program.

I realize that if my son/ daughter demonstrates by their behaviour that they do not acknowledge these responsibilities or are unwilling to accept them, are a danger to themselves, other participants and the success of the activity, or should my son/daughter refuse to abide by these responsibilities I shall be contacted and I am responsible for their collection from the any activity that my child is involved in.

PARENT/GUARDIAN NAME: _____

PARENT/GUARDIAN'S SIGNATURE: _____ **DATE:** _____



SLADE POINT STATE SCHOOL PARENTS & CITIZEN'S ASSOCIATION

Welcome to all the new families joining Slade Point State School and welcome back to all our current families.

We are a small group of volunteers who want to provide the best we can for the students at Slade Point State School.

The P&C is an important part of the school and any help from our school community is appreciated and valued. Below are some of things we provide for the school,

TUCKSHOP- We employ a tuckshop convenor to operate the tuckshop Wednesday, Thursday and Friday. Miss Teesha provides a fantastic menu and provides the students a well-balanced selection of food. We also offer special tuckshop menu days.

UNIFORM- We sell and supply the school uniforms out of the tuckshop-on-Tuckshop days. This includes school polos and sport team shirts. Plus, we have reversible school hats.

We also sell 2nd hand uniforms.

COFFEE SHOP- We provide a coffee shop from 8am to 8:25am, next to the tuckshop.

We are always looking volunteers to help at the coffee shop.

FUNDRAISING – We have provided the following fundraising events at the school over the years including school disco's, free dress days, sport's day stalls, BBQ's, Christmas Concert, Mother's Day and Father's Day stall.

We would love to have more volunteers to help us with our fundraising events.

We also help and contribute to school trips, bike ed and school resources.

Voluntary Family Levy

There are many families who for many reasons are unable to assist with fundraising, however still like to contribute to the school. In these circumstances, a donation might be easier. This donation is voluntary and confidential. This is a \$30 annual levy per family.

Payments can be made

- Cash in an envelope marked P&C levy and indicate your family name and child/children's year level. There is a P&C payment box in the office where envelope can be placed.
- Internet transfer to Slade Point State School P&C....CBA, BSB: 064-707 ACCOUNT: 00905565. Please remember to put levy, last name and your child year level in the description.

Thank you very much for your support.

From the members of the Slade Point State School P&C

Slade Point State School P&C

The P&C needs every bit of support and help to make our children's school the best it can possibly be. Any assistance you can provide is greatly appreciated.

PLEASE COMPLETE THE RELEVANT SECTIONS FOR 2023, AND RETURN THE ENTIRE PAGE TO THE TUCKSHOP OR SCHOOL OFFICE:

Family Name: _____

Name (s) of Children: _____

Class (es): _____

Willingness to Help

If you would be happy to help with any P&C activities, please fill in your details, so we can contact you:

Name: _____

Contact numbers: _____

Talents (or how you can help): _____

Fundraising Authority

I _____ (parent/caregiver) hereby authorise the Slade Point State School P&C Association to issue raffle tickets and other fundraising items to my child/children during their schooling at Slade point state school.

Signature parent/caregiver

Date / /

Would you like to become a member?

I would like to become a member of the P&C Association of the Slade Point State School or find out more information.

Email address: _____



STUDENT APPLICANT INTERVIEW CHECKLIST

Office Use Only: Principal or Principal's Representative

	✓ or X
• Original Birth Certificate sighted	
• If no Birth Certificate, other form of ID sighted (note what it is)	
• Last Report Card sighted (if not a QLD State School)	
• If applicable, photocopy any court orders in relation to access	
• If identifying as Aboriginal/Torres Strait Islander – discuss IEALD – when with family/mob is home language spoken?	
• Check enrolment application is complete	
• Make sure parent / caregiver is aware of key documents, including: <ul style="list-style-type: none"> ○ Student Code of Conduct ○ Prospectus ○ Tuckshop list ○ Uniform brochure ○ School Stream brochure 	
• Discuss PBL <ul style="list-style-type: none"> ○ Three Expectations – Be a Learner, Be Respectful, Be Safe ○ Rewards Process – PBL tokens ○ 3 steps to Problem Solving ○ Investigation Process 	
• Extra forms <ul style="list-style-type: none"> ○ 3rd Party Consent Form ○ Year 5/6 Ipad agreement ○ Chaplain consent form 	
• Discuss social/emotional regulation concerns – e.g. external agency support, diagnosis – ASD, ADHD, ODD, other medical information.	
• School Tour <ul style="list-style-type: none"> ○ Library ○ Computer lab + Indigenous artefacts ○ Indigenous garden ○ Oval – play areas ○ Classroom – meet teacher, fridge, sound system ○ UCA – discuss morning routine – 8am supervised – music/library, breaky, handball, skipping, chalk drawing ○ Eating areas ○ Drop off/pick up 	
• Communication <ul style="list-style-type: none"> ○ School stream ○ Weekly electronic newsletter ○ Facebook ○ 1st contact is classroom teacher 	