

QParents

Secure online parent portal



24th June 2016

Dear Parent/s

I am pleased to inform you that Wavell State High School has been providing parents with access to a new, convenient, online parent portal called **QParents**. All year levels are included.

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

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

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

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 do you need to do to get started?

Email invitations to register have been sent to all families at Wavell State High School for all year Levels. If you missed this invitation or misplaced it please complete the form attached and return as soon as you can. We will generate another invitation via email.

When you receive your invitation email or letter, simply follow the instructions to register your QParents account. The process should take less than 10 minutes to complete. Invitations sent by email will only ever come from no.reply@qparents.qld.edu.au. You will not be invited to register from any other email address or organisation. .

If you do not want to register you can just ignore the invitation and your child's student information will not be available to anyone through QParents.

Identity Verification

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

Australian Passport	50 pts	Australian Marriage Certificate	40 pts
Australian Driver Licence	50 pts	Australian Citizenship Certificate	40 pts
Australian Birth Certificate	50 pts	Change of Name Certificate	40 pts
Medicare Card	20 pts	Australian Visa (foreign passports)	20 pts

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

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

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

EQ ID

You will also need to have your child's EQ ID (their Education Queensland identification number) in order to complete your QParents registration. EQID can be located on your student ID Card or on the front page/cover letter enclosed.

Safe and secure

QParents is a secure portal that meets strict industry standards. The Department of Education and Training considers student information to be confidential (it is classified as PROTECTED by the Department). Only people with the right to access information about their child will be given an account. Additionally, as part of the registration process, 100 points of identity will need to be presented to prove that the person who is registering is the person the school invited.

Help and further information

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

Yours sincerely

Jeff Major
Principal
Wavell State High School

Please complete and return to school Office

All enquiries to bsm@wavellshs.eq.edu.au

Preparing for QParents

To make the QParents registration process as smooth as possible, please help us out by filling out the details below and returning them to us at your earliest convenience.
Decide which parent is the preferred QParents Account Owner (QPAO) and write their name, email address and mobile phone number below. Note, the **QPAO must be a parent or legal guardian**. Please print these details clearly.

- Student's name**
- Student's form class**
- Name of preferred QPAO**
- QPAO's email address**
- QPAO's mobile phone number**

Why are we asking for this information?

If you are invited to be a QPAO and we have your email address, the invitation (which contains your unique invitation code) will be sent to you by email. This will make it easier to start the registration process by simply clicking on a link in the email. If we do not have your email address we will send a letter with the invitation code and instructions for registration.