

Education QUEENSLAND

*...ence capability by delivering
...ervices, information and program
...d commanders of the Australian*



DCO supports ADF families in peace and war

- CRISIS SUPPORT 24 HOURS/7 DAYS
- COUNSELLING
- RELOCATION ASSISTANCE
- DEPLOYMENT SUPPORT
- EDUCATION**
- SPECIAL NEEDS
- CHILD CARE
- EMPLOYMENT ASSISTANCE
- COMMUNITY GROUP FUNDING
- EMERGENCY FINANCIAL ASSISTANCE
- INFORMATION AND REFERRAL



Australian Government
Department of Defence

Foreword

Welcome to your new posting location

Many of you have travelled long distances to your new posting location and are now faced with the many challenges of a mobile lifestyle—adjusting to new routines, navigating new environments, finding a house, and finding a school for your children.

Defence is committed to providing Defence families with an educational advisory service and a range of support measures to help minimise the negative impacts on family functioning as a result of their mobile lifestyle.

Defence families have unique educational needs due to their mobile lifestyle. The Defence Community Organisation (DCO) is well placed to provide a targeted and tailored service that assists whenever a need arises.

As part of DCO, Regional Education Liaison Officers (REDLO) are highly trained professional officers whose educational background equips them to provide relevant and quality educational advice and guidance to all ADF families.

The REDLO is the key pivotal point in this education package as they provide the link for you and your family and can assist you in accessing the type of support that meets the needs of your children.

I hope the information contained in this booklet assists with making your relocation experience a positive one for you and your family. Children are our most valuable resource and their education is of paramount importance, therefore identifying an appropriate school is a key factor to a smooth transition in your new locality.

Good luck and remember, the Defence Community Organisation, the REDLO and other staff in our area offices are available to assist you and your families.



Michael Callan

Director General
Defence Community
Organisation

On behalf of the Defence Community Organisation (DCO) staff in Queensland, we welcome you to the Sunshine State and extend our best wishes to you all. We are here to help you in any way that we can be of assistance, so please do not hesitate to contact any DCO staff.

Cathy is the Regional Education Liaison Officer (REDLO) for South Queensland, based in Brisbane and covering the area from the NSW border north to Rockhampton. Gail is the REDLO for North Queensland, based in Townsville and covering the area from Mackay north to Thursday Island.

We would like to stress the importance of REDLO advice, especially if you have concerns with finding the right year level for your children and/or whether they will need tuition and may qualify for extra tuition allowances. As well, it is in the interest of all families who have children with special needs to contact the REDLO.

Education Queensland and our other education authorities promote and encourage partnerships between their schools and families. The REDLOs are here to help you accordingly achieve the best outcome for your children.

We hope our services will help enhance your wellbeing and that of your family while you are here with us in Queensland.

Cathy Dellit

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Defence Community Organisation
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The information in this book is current at the time of printing.

8th edition, 2011

Defence Community Organisation Services

The Defence Community Organisation (DCO) provides confidential services to the Australian Defence Force (ADF), its members and their families through a broad range of specialised services.

DCO supports Commanders, members and their families by providing assistance in case of accident, illness, hospitalisation, financial difficulty, managing casualties and estates, and at times of bereavement.

DCO QLD contact details are:

DCO Brisbane

71 Osborne Rd
Mitchelton QLD 4053
Tel: (07) 3354 0500
After hours emergencies: 1800 801 026

DCO Amberley

Hudson Rd
RAAF Base
Amberley QLD 4306
Tel: (07) 5361 1678
After hours emergencies: 1800 801 026

DCO Darling Downs

25/49 RQR
O'Quinn St
Toowoomba QLD 4350
Tel: (07) 4631 4470
After hours emergencies: 1800 801 026

DCO Townsville

Nathan Business Centre
Cnr Ross River Rd & Nathan St
Cranbrook QLD 4814
Tel: (07) 4753 6539
After hours emergencies: 1800 801 026

DCO Cairns

3 Jensen St
Manoora QLD 4870
Tel: (07) 4053 9300
After hours emergencies: 1800 801 026

Your local DCO team employs the following staff:

Defence Social Workers are qualified professionals trained to assist members and their families to address a wide range of personal, family and work-related issues in a confidential setting.

Military Support Officers (MSOs) are uniformed personnel from the three Services who offer support and assistance to members and their families, and undertake a liaison function with units and Command.

Family Liaison Officers (FLOs) assist members and families to settle into new communities, and are a source of information about local and Australian Defence Force resources and support activities.

Regional Education Liaison Officers (REDLOs) are qualified, experienced teachers who assist Defence families with matters related to education. They provide information, advice, referrals and specialised assistance to Service members and their families, the ADF and education systems on education matters. REDLOs provide advice on the impact of posting mobility on education. They can assist with the transition between the various state and territory primary, secondary and tertiary education systems.

REDLO South Queensland

Tel: (07) 3554 0554
Email: redlo.sthql@defence.gov.au

REDLO North Queensland

Tel: (07) 4753 6532
Email: redlo.nthql@defence.gov.au

Education Assistance Scheme (EAS)

Defence recognises that the mobile lifestyle can create particular challenges for school-aged children. One purpose of the EAS is to assist with the cost of additional educational services such as tuition support for children. The aim of this assistance is to overcome any immediate difficulties and disruption that have impacted on the child's learning due to a member's posting.

In this tuition situation, the basic elements of the EAS are as follows:

- Tuition must be provided by a qualified person or an accredited organisation.
- Tuition must be provided within 18 months of the child enrolling at the new school.
- The principal or class teacher certifies that the tuition is required.
- Tuition can be provided for one hour per week, per subject.
- For previously studied compulsory subjects, this tuition can last for 14 weeks.
- For compulsory subjects not previously studied, this tuition can be for up to six months.
- In Years 10, 11 or 12 some tuition can last for the school year.
- Tuition may be undertaken during or outside school hours.
- Tuition may take the form of web-based support.
- The CO/OC of the member's unit or REDLO gives approval for the 14 weeks of tuition.
- There is provision for an extension of EAS if the disruption was not reduced to a reasonable degree by the initial tuition.

Other aspects covered by the EAS include:

- boarding assistance for students in Years 9, 10, 11 or 12 who do not relocate on posting with their family
- accommodation costs, in certain circumstances, for tertiary students
- student reunion travel for students who board or are at a tertiary institution



- assistance for assessment, therapy and additional support for special needs students who were receiving this support in their previous posting and who are unable to access such services in the government system in the new state/territory – provided they have been recognised by Defence under the Dependants with Special Needs (DWSN) policy
- compensation to a member whose child forfeits a scholarship or bursary because of the member posting to another locality.

The Education Assistance Scheme also contains a variety of discretionary clauses relating to the above provisions.

Under some elements of the scheme, there remains a parental contribution component.

Full details of the Education Assistance Scheme are available at Pay and Condition Manual (PACMAN), Vol. 2 Ch 8 Part 4. A copy is available online at Internet: www.defence.gov.au/dpe/pac

Application forms are available on DEFWEB:

Tutoring Assistance	AD 301
Tutoring Assistance (Discretionary)	AD 301-1
Boarding Assistance	AD 302
Tertiary Assistance	AD 303

Note: Child tuition assistance under the Education Assistance Scheme is not Fringe Benefits Tax reportable.

For further assistance or advice, please contact your local REDLO.

Dependants with Special Needs (DWSN)

ADF members who have dependants with special needs (DWSN) attending a registered primary or secondary school full-time may be eligible for education-related assistance. This is detailed in the Pay and Conditions Manual (PACMAN), Vol. 2, Ch 8, parts 4 and 6, and has been mentioned previously in this booklet. However, Defence recognises that families who have a dependant with a recognised special need can face additional problems when it comes time to relocate. For this reason there is a policy that may assist families at this time.

PACMAN Vol. 2 Ch 8 Part 6 details this policy, explaining who is eligible, the recognition process, the special needs assistance, and other general conditions and provisions. Families who wish to be recognised or who wish to find out what is available under this instruction should read the instruction and contact their local DCO office. A CD ROM explaining the process is available from the local Office to assist members in completing an application.

Educational Aspects of PACMAN Vol. 2 Ch 8 Part 6

Aspects of the DWSN policy relate directly to educational issues and these are highlighted below:

- Families with school-aged children who have been recognised by Defence under the DWSN policy may be eligible for a special needs pre-posting visit. This visit, at Commonwealth expense, is to enable the family to plan adequately and organise educational arrangements for the child with special needs at the gaining locality where this cannot be done from the old locality and when it is necessary for the child with special needs to have direct contact with relevant education authorities/institutions. It should be pointed out that, in most instances, such pre-posting visits are not necessary, as appropriate placement of a special needs child can be achieved by the provision of all appropriate documentation well in advance to the relevant education authorities in the new locality. The services and advice of the REDLO can be accessed in order to achieve this placement.
- Financial assistance may be available to families with children requiring occupational therapy or speech therapy in the new locality where the state/territory enforces a waiting period. This assistance is a stop-gap provided until the state/territory system can assume responsibility. The eligibility for, and type of, support are aligned with the benchmark standard in the new state or territory.
- A member who has an academically gifted and talented child may apply to be recognised as DWSN under PACMAN Vol. 2 Ch 8 Part 6. The child must be assessed as academically gifted and talented by a psychologist with relevant qualifications and experience in the assessment of children, in that the child achieves a score at or above the 95th percentile on any of the following:
 - a) any individual or group IQ test
 - b) a subscale (e.g. verbal or performance) of an individual IQ test
 - c) any standardised test of achievement.
- Other than a special needs pre-posting visit (SNPPV), the only assistance available under PACMAN is assistance with the provision of housing in the locality of the child's education institution. The member is not eligible for either the payment or reimbursement by Defence of any fees associated with the education of the child.

Please read PACMAN Vol. 2 Ch 8 Part 6, and contact your local DCO office for further information about all aspects of this policy.

Age of Entry for Schooling

The age of entry to formal schooling varies from state to state/territory and each sets its own guidelines. As you can see from the table below, a child may be eligible to commence schooling in one state but not eligible to do so in another. For further information or to discuss any concerns about age of entry, contact the REDLO.



State/territory	Name of first year	Eligibility	Date of commencement
Australian Capital Territory (ACT)	Kindergarten	Five years of age on or before 30 April	January of that year
New South Wales (NSW)	Kindergarten	Five years of age on or before 31 July	January of that year
Northern Territory (NT)	Transition	Five years of age on or before 30 June	January of that year
Queensland (QLD)	Preparatory	Five years of age on or before 30 June	January of that year
South Australia (SA)	Reception	Five years of age	The beginning of the term after the child turns five years of age
Tasmania (TAS)	Preparatory	Five years of age on or by 1 January in any year	Must start school in that year
Victoria (VIC)	Preparatory	Five years of age on or before 30 April	January of that year
Western Australia (WA)	Pre-primary	Five years of age on or before 30 June	January of that year

On the Move Again

Moving is a major life change. It is an event filled with a variety of emotions, such as excitement, anticipation, fear, sadness, anxiety, confusion and optimism. Recognise that your children may particularly experience a sense of loss as a result of a move. It takes time to work through this loss. Encourage children to express their emotions. Accept their feelings and respond with understanding. By expressing your own feelings in healthy ways, children will recognise that they are not alone in their feelings.

Encourage children to keep a scrapbook or photo album of their former community, school, home and friends. Allow children to maintain contact with former friends for as long as necessary (telephone, email, letters, photographs etc.).

Be prepared for signs of stress from children of any age. Preschoolers may regress to thumb-sucking, baby talk or other behaviour they had left behind. School-aged children may intensify natural habits; e.g. a shy child may become more shy, an aggressive child more aggressive.

Talk to them about the posting – early and often. Give your child as much information as possible before the move; more lead time means more time for the child to get used to the idea. Having information or knowledge about the new location can also increase the likelihood of making a smooth and positive transition.

The most important aspect of settling children into any environment, whether it is school or not, is to make them feel secure. This security may just be a feeling that the family is together, or that someone will be there when they need to talk. Younger children may feel more secure if they have a treasured possession with them.

After the move, resume normal family routines as soon as possible (bedtime, chores, discipline, story time, traditions). Consider allocating special time to just sit down with your child to discuss his/her day, as well as sharing items about your day. These few minutes spent with your child will probably confirm in your child's mind your interest in all that he/she is doing. Congratulate your child on managing the challenging experience of moving.

Children need time to adjust. In general it takes children six months to adjust to a move. If you have concerns about your child's adjustment, contact a GP, the school counsellor or other health professional.

Changing Schools

So, your family has another posting?

Among other challenges and opportunities that this event entails, there is that unenviable task of preparing your child for a change in schools. Here are some hints that may help your child during this transition.

Before you leave:

- Notify the present school of the move
- Ask the school for reports, samples of work and other relevant information for collection prior to departure
- Prepare a student information portfolio for each child (see page 9)
- Return all library items, texts, equipment etc. that belong to the school
- Ensure all outstanding fees are paid
- Encourage your child to collect mementos, gather contact details and email addresses of friends
- Contact the REDLO for information on education in the new location
- Contact the new school for enrolment forms, school prospectus, curriculum details, web address and other details required
- Explore the new school via the internet if possible
- Ensure that all information needed to enrol at the new school is carried with you.

On arrival:

- Make an appointment with the principal or relevant enrolment officer
- Discuss your child's strengths and weaknesses, special needs (if applicable), appropriate year level placement, student information portfolio, subject choices etc.
- Accompany your child on a tour of the school
- Familiarise yourself with the established forms of communication between the school and the home
- Allow approximately four weeks for your child to settle in and for teachers to get to know them, then ring the school to discuss progress
- Access the Education Assistance Scheme if appropriate
- Contact the REDLO for further assistance or advice if required. Issues may include: handwriting styles, behaviour management, communication with the school, school behaviour management, exclusion and expulsion etc.

As a parent it may be worth noting that, in April 1989, the members of the Australian Education Council accepted the recommendation that 'systems accept differences in handwriting styles and that this information be distributed to teachers showing the accepted styles', and that 'all Australian government school systems will now accept that a child taught a handwriting style in one state will not have to change it on transfer to another state which teaches a different style'.

State Education Departments

Address	Telephone/Fax	Website
Australian Capital Territory (ACT) Department of Education and Training 186 Reed Street, Greenway ACT 2900	Tel: (02) 6207 5111 Fax: (02) 6205 9333	www.det.act.gov.au
New South Wales (NSW) NSW Department of Education and Training GPO Box 33, Sydney NSW 2001	Tel: (02) 9561 8000	www.schools.nsw.edu.au
Northern Territory (NT) Department Education and Training GPO Box 4821, Darwin NT 0801	Tel: (08) 8999 5659 Fax: (08) 8901 1326	www.det.nt.gov.au
Queensland (QLD) Department of Education and Training 30 Mary Street, Brisbane QLD 4000	Tel: (07) 3237 0111	www.education.qld.gov.au
South Australia (SA) Department of Education and Children's Services 31 Flinders Street, Adelaide SA 5000	Tel: (08) 8226 1000 Tel: 1800 088 158	www.decs.sa.gov.au
Tasmania (TAS) Department of Education 116 Bathurst Street, Hobart TAS 7000	Tel: 1300 135 513 Fax: (03) 6231 1576	www.education.tas.gov.au
Victoria (VIC) Department of Education and Early Childhood Development 2 Treasury Place, Melbourne VIC 3000	Tel: (03) 9637 2000	www.education.vic.gov.au
Western Australia (WA) Department of Education 151 Royal Street, East Perth WA 6004	Tel: (08) 9264 4111 Fax: (08) 9264 5005	www.det.wa.edu.au

Student Information Portfolio

A student information portfolio is a collection of materials designed to show your child's schooling experience and achievements. Constructing the portfolio can be a cooperative project with your child and can help generate confidence and enthusiasm for a move.

A digital student information portfolio has been developed by DCO. It is an interactive multimedia program that captures the academic, sporting, cultural and social history of a child over each year of their schooling. A copy of this digital version can be obtained from your local REDLO or DCO office.

A well-constructed portfolio can provide a documented history of the student's progress. It can also provide details about the student to assist the new school in placing the student in an appropriate year level. Developing this portfolio can encourage your child to feel he/she is making a contribution to his/her schooling and help you to relate more confidently to the new school.

If you are unable to access the digital program then a sturdy two-ring binder and a number of clear plastic inserts or a display book is suitable for the portfolio.

Suggested items for inclusion are:

- **Introductory section**
 - Personal details
 - A recent photograph
 - Details of siblings at the same school
 - Copy of birth certificate
 - Immunisation record
 - Baptismal certificate (if applicable).
- **School information**
 - Schooling history sheet
 - Current subjects and levels
 - Reports
 - Dated samples of student's work
 - Awards and certificates.

- **Special information**
 - Guidance assessment reports, medical reports, school recommendations
 - Involvement with school-based activities e.g. canteen duty, coaching or umpiring a sporting team, etc.
- **Co-curricular activities**
 - Sports, hobbies, club membership
 - Art, music, drama.

Resources

The Department of Education, Employment and Workplace Relations (DEEWR) has developed two resources to assist schools and parents when students change schools.

- Changing Schools is a kit for parents, containing an information booklet and a checklist brochure
- Interstate Student Data Transfer Note – with parental approval, this system allows student information to be transferred from the old school in one state or territory to the new school in another.

Further information can be obtained from:

Department of Education, Employment and Workplace Relations (DEEWR)

PO Box 9880
Canberra City ACT 2601

General enquiries: 1300 363 079
Canberra switchboard: (02) 6240 8111

Copies of the Changing Schools booklet and brochure can be accessed at
Internet: www.deewr.gov.au

Information on the transfer note can be found at
Internet: www.mceecdya.edu.au

Publications available from your local DCO Office

The following publications are available free of charge by contacting the REDLO based either in Townsville (redlo.nthqld@defence.gov.au) or Brisbane (redlo.sthqlld@defence.gov.au).

Defence Community Organisation/ Early Childhood Australia Publications

Home is where the family is – a book to help parents assist their children to cope with important changes in their life, changing homes and changing schools. A very helpful book when Defence families are posted with young children.

Parenting at home and away – discusses how parents can learn to cope with being away from their children and how they can feel comfortable integrating back into family life. Particularly written for deployed Defence personnel who are parents.

Travelling teens: A parents' guide to family relocation – provides expert advice on how to support teenagers during the process of moving, to turn what is often a difficult situation into a positive experience.

Travelling teens z-card – a great resource for teenagers, with lots of tips to help make moving easier.

Defence Community Organisation brochures

The Regional Education Liaison Officer – describes the services offered by the REDLO.

Supporting the Defence Community – outlines the services, information and programs available.

Changing Schools Checklist – contains hints to help your child change schools.

Education Assistance – outlines the different types of support and financial assistance available under the Education Assistance Scheme (EAS).

Education Assistance – Overview of the Application Process – contains step by step guide on how to apply for support.

Choosing a Tutor – a guide to help select a tutor for a child.

Defence School Transition Aides – describes the role of the Defence School Transition Aide (DSTA) in primary schools.

Defence Transition Mentor – describes the role of the Defence Transition Mentor (DTM) in secondary schools.

Assistance for ADF Dependents with Special Needs – a guide to the benefits available through this scheme.

Defence Community Organisation Publications – Queensland

Welcome to Amberley

Welcome to Brisbane

Welcome to Cairns

Welcome to Darling Downs

Welcome to Mt Isa

Welcome to Thursday Island

Welcome to Townsville

Welcome to Weipa

Parental Involvement in School Community – How you can help

All parents are encouraged to play an active part in their local school community. Depending on your skills, experience and personal interests, there are many different ways in which you can be involved in your child's education.

Classroom help is always welcomed and may include listening to children read, involvement with learning assistance programs, setting up activities or helping with electives. You may be surprised at the skills or activities you will be able to offer or assist with.

Excursions take children to interesting and informative places. Volunteers can enjoy these

outings too, while assisting the teachers with the organisation and supervision of the children.

School camps are a common activity for many schools, and a good way to enjoy the less formal context of out-of-school learning.

Tuckshop/canteen activities are part of the normal day-to-day life in most schools, and a great way to involve parents with preparation and serving of food, usually during school hours.

Fundraising at some time is a part of most school activities. This may include participating in auctions, barbeques, book fairs, t-shirt printing or lolly drives. Parents have the opportunity to contribute to this activity with new and exciting ideas.

Library assistance is usually welcomed by all resource centre staff. Covering, repairing, sorting and shelving books are ongoing tasks that are essential to ensure that children gain maximum access to borrowing resources.

Working bees are a great way to help beautify the surroundings of your school, and can involve the whole family in planting bulbs, paving, weeding or small maintenance jobs around that favourite playground.

Parents Associations – most schools have associations which provide a forum for parents to have an input into the administration of the school. Parents and Citizens (P&C) or Parents and Friends (P&F) Associations are also a great way for Defence families to meet other families and become part of the local community. Contact your schools for meeting dates and times.

Contact your school to be involved. You will benefit from being an active participant, as will your child and the school community. Never underestimate your own contribution, because you have skills and attributes no one else does. You also have a vested interest in your own family and their future.

Participate, and enjoy the benefits.

Queensland State School Term Dates

2012	2013
Term 1 23 January to 30 March	Term 1 29 January to 28 March
Term 2 10 April to 22 June	Term 2 8 April to 21 June
Term 3 9 July to 21 September	Term 3 8 July to 20 September
Term 4 8 October to 14 December	Term 4 7 October to 1 3 December

Term dates can be accessed at
Internet: www.australia.gov.au/topics/australian-facts-and-figures/school-term-dates

Note: Some non-government schools do not follow this calendar. Please check with your non-government school to confirm their school term dates.

Education in Queensland

Queensland education operates as a partnership between schools and their communities. The education system consists of three stages:

Pre-Prep Services

Parents considering accessing a pre-prep service for their child are advised to consider the full range of early education and care options available to them, and to place their child's name on the waiting lists if necessary. These services include child care, kindergartens and programs offered in some private schools.

Compulsory Education

Primary school is the first formal education stage and covers Preparatory to Year 7. Your child will need to be five by 30 June in the year they enrol in Preparatory, or six by 30 June in the year they enrol in Year 1. After completing primary school, children attend secondary or high school from Year 8. Education Queensland recognises the distinctive needs of students in the 'middle years' of schooling (Years 4–9). Primary and secondary schools work in partnership at a local level to cater for the diverse needs of this age group of students. Young people need to remain at school until they finish Year 10 or turn 16.

In most schools, parents are responsible for providing items such as stationery and uniforms. Parents also bear the costs of sending their children on school excursions and camps, and for participation in extracurricular activities.

Post-compulsory Education

Many students continue compulsory schooling to Year 12 at secondary school. Students may choose to continue their education by attending a range of secondary schools, Queensland Academies, colleges of technical and further education (TAFE), and higher education institutions.

Pre-Prep Services

1. Kindergartens – Pre-Prep

C&K, formerly known as the Creche and Kindergarten Association, is a leading non-government organisation in the Queensland early childhood sector, and is committed to supporting the provision of quality early childhood education and care in Queensland. C&K is the umbrella organisation for more than 400 centres and services throughout Queensland. Further information is available on their website.

Internet: www.candk.asn.au

Management

C&K is a voluntary, not-for-profit, non-government organisation. At branch centres, C&K has full management responsibilities. Branch centres are different from the 340 affiliated centres where community management committees are responsible for operating the service.

Hours

A pre-Prep program is usually held two or three days a week, between 9am and 2.30pm, with constant enrolment for groups of 22 children.

Facilities

Each centre is individual but must comply with standards set by C&K. Spacious airy playrooms with a variety of stimulating, interesting and developmentally appropriate activities, combined with large shady playgrounds containing both active and quiet areas, are typical of C&K centres.

Enrolment

Children are eligible to attend pre-Preparatory if they are four by the 30 June in the year they enrol. Children who are three years old by 31 December in the year prior to enrolment may attend a C&K pre-Prep program, as long as children of the target age group on the waiting list have been placed and vacancies exist. Children's names should be placed on a waiting list as soon as possible after birth.

Curriculum

University-qualified early childhood teachers design programs that are responsive to the particular needs of individual children. Children's emotional, social, physical and intellectual development are all fostered by staff in these centres.

Fees

Fees vary from centre to centre. C&K administers recurrent funding for affiliated centres and services provided by Education Queensland. Commonwealth Child Care Benefits may apply.

2. Early Learning and Care Centres

Early Learning and Care Centres provide early learning and care in a long day care setting that takes into account the specific requirements of the local community. Children attending the centres in the year before formal schooling will also have access to an affordable, age-appropriate early learning program, delivered by a qualified teacher.

Further Information Is available at:
www.education.qld.gov.au/earlychildhood

3. Pre-Preparatory in Schools

Some, but not all, private schools offer a pre-Preparatory program for children three and a half to four and a half years old. This is generally offered as a five-day per fortnight program that fosters the development of social, emotional, cognitive, creative and physical skills. Parents need to contact schools for information.

Compulsory Education

1. Primary Education

Facilities

All state primary schools are co-educational, and parents may enrol their children in a school of their choice depending on the Enrolment Management Policy operating in the area. Education Queensland ensures that Prep–Year 12 students are guaranteed enrolment at their local school, and supports the efficient management of local area facilities, based on service delivery standards. Information on schools and their associated catchment areas is available at Internet: www.education.qld.gov.au/schools/catchment

Most schools group students in classes according to year level, although some prefer multi-age classes. Primary students usually have the same teacher for most subjects, with specialist teachers for music, languages other than English, health and physical education, and instrumental music.

Eligibility

Children may be enrolled in Preparatory in a state primary school at the commencement of the school year if they reach five years of age by the last day of June in the year they enrol.

Hours

The school day usually commences at 9am and finishes at 3pm.

Curriculum

In 2012, Queensland schools will plan, teach, assess and report English, Mathematics and Science across the year levels using the Australian Curriculum. Teachers will also have the opportunity to become familiar with the new P-10 History curriculum. Focus on the Queensland curriculum will be maintained for all other learning areas of study of society and environment, health and physical education, languages, technology, information communication technology and the arts. Study of a language other than English is compulsory in Years 6 and 7.

Enrolment

Children may be enrolled in a state primary school by contacting the principal of the school. For a child starting school, schools require proof of the child's date of birth, such as a birth certificate or passport.

Variation in Starting Ages for Early Childhood Education

A non-compulsory year of schooling, called Preparatory is available in schools prior to the commencement of Year 1. The changes to the starting ages were introduced to bring Queensland closer to school-starting ages in other states and territories.

Children born before 2002 are not affected by the recent changes to the age at which children can enter a Queensland school. For these children, the cut-off age remains at 31 December. Prior to the changes, to commence Year 1 in Queensland this age group was required to be six years on or before 31 December of that year.

Primary Evaluation and Intervention

The Year 2 Diagnostic Net is a process of monitoring and reporting on children's development in aspects of literacy and numeracy. Teachers validate their judgements about children's learning using specially designed assessment tasks to help identify those who need extra support. Normally, these tasks are only given to children who have been having difficulties in some aspects of literacy or numeracy.

The additional support provided by schools can range from modified learning programs in the classroom to individual tutoring.

Support-a-Reader, Support-a-Talker and Support-a-Writer intervention programs are also used for students experiencing difficulties with reading and writing. The programs are structured to provide support through daily practice in a one-to-one setting with a trained tutor.

Naplan Test

National tests that assess aspects of literacy and numeracy are also conducted in all schools. These tests, administered in Years 3, 5, 7 and 9, provide further information regarding student progress in literacy and numeracy, and are used to monitor and respond to literacy and numeracy standards.

Children born	Begin Preparatory at the start of the school year in	Begin year 1 at the start of the school year in	Begin year 2 at the start of the school year in	Begin year 3 at the start of the school year in
1 July 2003 to 30 June 2004	2009	2010	2011	2012
1 July 2004 to 30 June 2005	2010	2011	2012	2013
1 July 2005 to 30 June 2006	2011	2012	2013	2014
1 July 2006 to 30 June 2007	2012	2013	2014	2015
1 July 2007 to 30 June 2008	2013	2014	2015	2016
1 July 2008 to 30 June 2009	2014	2015	2016	2017
1 July 2009 to 30 June 2010	2015	2016	2017	2018

2. Junior Secondary Education

Facilities

State co-educational high schools provide secondary education for students in Years 8 to 10 (compulsory) and Years 11 and 12 (non-compulsory). In secondary school, students have different teachers for most subjects. A wide range of subjects is offered to prepare students for further education, family life, citizenship, training and employment.

Hours

The school day usually commences at 9am and finishes at 3pm.

Eligibility

Students are eligible to enter the first year of secondary school, Year 8, after completing seven years of primary education.

Curriculum

In Years 8, 9 and 10, most students follow similar curriculum programs, although some choice is available to cater for different levels of ability and interest, especially in Years 9 and 10. Subjects include English, health and physical education, mathematics, science, and study of society and environment. Each school offers a range of electives which may include history, geography, languages, manual arts, home economics, music, drama and art.

Enrolment

Parents may enrol a child in their local secondary school by contacting the school directly.

It is compulsory for every Year 10 student to stay at school until they finish Year 10 or turn 16, whichever comes first. Students are also required to participate in education and training for a further two years, until they gain a Senior Certificate, a Certificate III vocational qualification, or until they turn 17. Young people working at least 25 hours per week can receive an exception to these obligations.

Student Accounts

Schools register and open a learning account with the Queensland Studies Authority for all young people while they are in Year 10 or before they turn 16. The accounts will allow students to keep track of results that will count towards their Queensland Certificate of Education.

Post-compulsory Senior Education

1. Senior Secondary Education

The Senior Studies Program offers a wide variety of course options. The only compulsory subject is English or English Communication. Students can choose an academic program, a vocational program or a combination of both.

An academic course with a minimum of five Authority subjects over four semesters will provide students with a Tertiary Entrance Ranking (TER) and eligibility to apply for university courses. Results of the performance of students in their Authority subjects along with their results in the Queensland Core Skills Test contribute to the calculation of their Overall Position (OP) and Field Position (FP) scores, which are used by universities to offer places.

A vocational course allows students to qualify for a Certificate II level in a range of vocational areas such as hospitality, office skills and engineering. These subjects are based on competency-based learning. Most secondary schools in Queensland offer some certificate courses that are recognised under the Australian Qualifications Framework (AQF). Most vocational subjects are Authority-registered subjects that do not contribute to the calculations of the OP and FP scores. Most vocational subjects involve a component of industry experience. Some secondary schools offer school-based apprenticeships and traineeships.

Students can study a combination of Authority and Authority-registered (vocational) subjects. Other subjects, such as Australian Music Examiners Board, Trinity College Speech and Drama etc. can also be studied privately and will appear on the Queensland Certificate of Education.

Authority and Authority-registered subjects are assessed internally – that is, within the school. Authority subjects undergo a ‘moderation’ process with other schools in the same district to ensure schools are assessing their students at the same standard. At the completion of Year 12 students receive a Senior Statement, which is an official statement of learning attempted and the standard achieved. Students who qualify will also receive a Queensland Certificate of Education.

Authority subjects (such as physics, history, French etc.) are based on syllabuses set and approved by the Queensland Studies Authority. Students receive a level of achievement on a five-point scale – very high, high, sound, limited and very limited. Authority-registered subjects are written to industry standards and are equivalent to subjects taught in the TAFE sector.

All Year 12 students are eligible to sit for the Queensland Core Skills Test. This is a statewide test based on the common elements of the senior Queensland curriculum. The results of this test are used in the calculation of a student’s overall position, along with the results of their five highest-scoring Authority subjects. An OP indicates a student’s statewide rank order. The OP rank covers 25 bands, with 1 being the highest band.

Each Authority subject also contributes to the calculations of the Field Positions. Each subject is weighted according to how it relates to five fields of knowledge and skill. A student’s Field Position in any field represents their position in a statewide rank order of all other students eligible for that field. The Field Positions are in the areas of complex language skills, basic literacy skills, basic numeracy skills, complex mathematical skills and creative ability.

Each secondary school offers a range of senior subjects, and some schools will specialise in particular areas such as vocational education or the arts.

Increasingly, schools are accessing virtual schooling for subjects, for cases when only a small number of students choose to study a particular subject. When students study through virtual schooling, study materials and tutorial assistance are accessed over the internet.

The Queensland Certificate of Education (QCE) recognises a broad range of learning, including learning in the workplace and the community. It is flexible and can be completed over different lengths of time, and sends a positive and clear message that a student has achieved a significant amount of learning (including literacy and numeracy).

To be awarded the QCE, students must complete between 12 and 20 credits from core courses of study (which may include up to eight credits from a combination of core, preparatory, enrichment or advanced courses), and must meet the literacy and numeracy requirement.

The Queensland Certificate of Education recognises a broad range of learning options. This means that students can design study patterns to match career goals. The learning options include:

- Authority and Authority-registered subjects
- subjects taken in the Senior External Examination
- VET Certificates I-IV, diploma or advanced diploma courses
- school-based traineeships and apprenticeships
- tailored training programs
- international learning programs
- university courses/subjects/units
- employment skills development programs
- re-engagement programs
- recognised certificates or awards
- trade training in schools program
- negotiated workplace, community or self-directed projects
- structured workplace learning.

2. Queensland Academies

The Queensland Academies accelerate learning opportunities for Queensland's best and brightest senior students, and provides a pathway for their future careers. Enrolment in the Academies is based on academic merit and is conducted via a selective entry process with a maximum enrolment of up to 450 students at each academy.

The Science, Maths and Technology Academy at Toowong, Brisbane allows high-achieving students to further develop their skills through leading-edge curriculum and links with the University of Queensland.

The Creative Industries Academy has been developed in partnership with Queensland University of Technology, and is located within the Kelvin Grove Urban Village. This academy caters for students wishing to specialise in the arts and creative industries.

The Health Academy at Southport, Gold Coast provides students with opportunities to focus on the health sciences, with the academy curriculum giving scope for students to undertake subjects across humanities, social science and science. The Health Academy is linked with Griffith University.

These academies provide accelerated academic programs through the highly-regarded International Baccalaureate Diploma program. Further information is available at

Internet: www.qldacademies.eq.edu.au

3. Trade Training Centres

Trade Training Centres are specialist private schools with high-quality facilities providing tuition for students in senior secondary years. All students undertake academic studies relevant to a career in the trades and trades-related vocational courses, as well as develop employability and entrepreneurial skills. Students will be selected, through an open and competitive process, on the basis of capability and interest in pursuing a career in the trades on offer at the college.

Each Trade Training Centre will specialise in a particular trade, and will offer trades from at least four industries, including:

- metal and engineering (machinists, fabricators, toolmakers, welders, sheet-metal workers)
- automotive (mechanics, auto electricians, panel beaters, vehicle painters)
- building and construction (bricklayers, plumbers, carpenters)
- electro-technology (refrigeration, air-conditioning, electricians)
- commercial cookery.

Further information, including locations, available at Internet: www.aisq.qld.edu.au



Defence School Transition Aide Program

The Defence School Transition Aide (DSTA) program has been established through funding from the Defence Community Organisation to provide 'hands on' support within schools, and to support ADF members and their families during their transition into and out of the local school.

The DSTA program has two elements:

- Defence School Transition Aide (DSTA) – Primary
- Defence Transition Mentor (DTM) – Secondary

The DSTA assists children and parents to quickly become part of the school community. They answer basic questions about the school and provide a link between families and the school. They also help build the school's long-term capacity to support mobile children and their families.

Young people respond differently to relocation and change. Some make a positive transition into the new school. Others may experience difficulties. These difficulties may present themselves in changes in behaviour, loss of self-esteem and diminished academic performance. The DTM works in secondary schools to provide information, support and referrals to young people from mobile Australian Defence Force families.

DSTAs and DTMs are located in a limited number of schools throughout Australia, and in this state are working in the following schools:

Brisbane

Albany Creek State School
Tel: (07) 3264 0111

Albany Hills State School
Tel: (07) 3264 0777

Eatons Hill State School
Tel: (07) 3264 9222

Ferny Grove State School
Tel: (07) 3550 5333

McDowall State School
Tel: (07) 3872 5333



Mitchelton State School
Tel: (07) 3550 2333

Our Lady of Assumption Catholic School
Tel: (07) 3355 2388

Our Lady of Dolours Catholic School
Tel: (07) 3355 7763

St Andrew's Catholic School
Tel: (07) 3351 6366

Strathpine West State School
Tel: (07) 3480 6111

St William's Catholic School
Tel: (07) 3355 5122

High Schools

Albany Creek State High School
Tel: (07) 3325 6333

Ferny Grove State High School
Tel: (07) 3550 5777

Mitchelton State High School
Tel: (07) 3550 1111

Canungra

Canungra State School
Tel: (07) 5541 6111

Amberley

Amberley District State School
Tel: (07) 5461 5222

Brassall State School
Tel: (07) 3813 4333

Forest Lake State School
Tel: (07) 3714 1222

Raceview State School
Tel: (07) 3294 4111

Springfield Lakes State School
Tel: (07) 3437 9888

St Mary's Catholic School
Tel: (07) 3281 1998

West Moreton Anglican College
Tel: (07) 3813 4555

High Schools

Bremer State High School
Tel: (07) 3432 5222

Ipswich State High School
Tel: (07) 3813 4488

St Edmund's College
Tel: (07) 3810 4400

St Mary's College
Tel: (07) 3432 5444

West Moreton Anglican College
Tel: (07) 3813 4555

Toowoomba

Highfields State School
Tel: (07) 4699 6222

Middle Ridge State School
Tel: (07) 4687 4222

Townsville

Aitkenvale State School
Tel: (07) 4779 0266

Annandale Christian School
Tel: (07) 4725 2082

Annandale State School
Tel: (07) 4729 5111

Calvary Christian College
Tel: (07) 4722 9201

Cranbrook State School
Tel: (07) 4726 1222

Good Shepherd Catholic Community College
Tel: (07) 4774 0477

Heatley State School
Tel: (07) 4759 5333

Holy Spirit School
Tel: (07) 4779 4763

Kirwan State School
Tel: (07) 4799 1888

Mundingburra State School
Tel: (07) 4759 6444

Oonoonba State School
Tel: (07) 4799 8333

Ryan Catholic College
Tel: (07) 4773 1965

St. Anthony's Catholic College
Tel: (07) 4751 7200

St. Clare's Catholic School
Tel: (07) 4774 3281

Southern Cross Catholic School
Tel: (07) 4778 3444

The Cathedral School
Tel: (07) 4722 2000

The Marian School
Tel: (07) 4759 5888

The Willows State School
Tel: (07) 4799 1333

Townsville Grammar School
Tel: (07) 4725 3588

Weir State School
Tel: (07) 4726 1333

High Schools

Kirwan State High School
Tel: (07) 4773 8111

Ryan Catholic College
Tel: (07) 4773 0100

Townsville Grammar School
Tel: (07) 4722 4900

William Ross State High School
Tel: (07) 4726 7666

Cairns

Redlynch State School
Tel: (07) 4039 9222

St. Andrew's Catholic College
Tel: (07) 4039 5255

Continuing Secondary Education and Tertiary Education for Mature Age Students

There are several options available for adults to complete secondary school and/or qualify for admission to tertiary institutions. They include:

Option 1 – Centres for Continuing Secondary Education

Education Queensland provides day and evening classes for mature age students to undertake secondary studies.

Heatley Adult Secondary College, Townsville
Tel: (07) 4726 8309
Internet: www.hasc.qld.edu.au

Coorparoo Adult Secondary College, Brisbane
Tel: (07) 3394 8888
Internet: www.coorparoosecondarycollege.eq.edu.au

The academic year starts in February and finishes at the end of October. All subjects are generally assessed by an external examination in November.

Option 2 – Brisbane School of Distance Education

The Brisbane School of Distance Education offers tuition in Years 9–12, covering a range of subjects, to residents of Queensland who are over the age of 15 years, have ceased full-time education for a period of at least six months, and are unable to access day or evening classes at Centres for Continuing Secondary Education.

Students under 21 require five subjects to complete a full senior certificate. In many cases, particularly where students are over the age of 21, entry to tertiary institutions may be possible with a lesser number of senior subjects.

Tel: (07) 3214 8200
Internet: www.brisbanesde.eq.edu.au

Option 3 – Return to High School

Mature age students may return to study at state secondary schools. Please contact your nearest secondary school for information on enrolment procedures.

Internet: www.education.qld.gov.au/strategic/eppr/students/smspr019

Option 4 – Studies at a TAFE College/Institute of Technology

A number of TAFE colleges and institutes offer senior subjects or tertiary preparation courses for mature age students. Certificate, associate diploma and diploma courses are also offered in a wide variety of vocational areas.

Students may be eligible to enrol in a degree course at a tertiary institution as a result of completing a tertiary preparation or Associate Diploma course at a TAFE college/institute. It is important to contact the tertiary institution concerned to select the appropriate Associate Diploma course and subjects. Further information can be found at
Internet: www.tafe.qld.gov.au

Option 5 – Special Entry to Tertiary Institutions

Some tertiary courses provide for special admission of students who lack formal qualifications but who have demonstrated their ability to undertake tertiary studies.

If you are interested in undertaking a tertiary course and you are unsure of your suitability for entry, please contact the registrar of the relevant institution for application procedures. It is important that you also contact the Queensland Tertiary Admissions Centre (QTAC) as early as possible, as applications may require lengthy consideration.

QTAC
Tel: (07) 3858 1222
Internet: www.qtac.edu.au

STAT Candidates

QTAC conducts aptitude tests for mature age and special entry applicants at various locations throughout Queensland. The results of these tests may be used by institutions as part of the assessment criteria. Applicants should contact institution admission offices for specific advice on the use of the STAT results.

Open Learning Australia

Open Learning Australia (OLA) delivers tertiary education to all Australians who want to study. OLA's complete open entry policy allows anyone to enrol, regardless of secondary school background, location or age – and there is no requirement to attend on-campus lectures or seminars.

Tel: (03) 9903 8900
Internet: www.ola.edu.au

Tertiary Studies

1. TAFE Queensland

TAFE Queensland is the largest provider of vocational education and training programs in Queensland. An extensive network of TAFE institutes provide people with the latest skills and training required by employers in all sectors of the workforce. TAFE courses can also assist in upgrading existing skills, or prepare students for further studies. TAFE Queensland's most distinguishing feature is its vocational orientation. All TAFE courses are job-focused.

All applications for TAFE Queensland full-time diploma and advanced diploma courses should be made through the Queensland Tertiary Admissions Centre (QTAC). Applications to all other TAFE Queensland courses, such as part-time diploma, advanced diploma, full-time certificate and short courses should be made directly to the relevant institute offering the course.

For further information on TAFE Queensland courses not offered through QTAC, contact your nearest institute. Alternatively, information is available from TAFE Queensland.

Internet: www.tafe.qld.gov.au

2. University

Higher education is provided by universities located in major provincial centres throughout the state. Undergraduate and postgraduate courses include architecture, agriculture, business, engineering, medicine, law, science, arts, social welfare, performing arts and teacher education.

Entry to an undergraduate course is governed by the specific entry requirements of the institution, usually the successful completion of Year 12. Access to some tertiary courses is available to mature age students who lack formal entry qualifications.

The Queensland Tertiary Admissions Centre (QTAC) manages the entry of students to universities and some other institutions within the state. Applications should be made to QTAC by the end of September the year prior to the first year of study.

QTAC
Tel: (07) 3858 1222
Internet: www.qtac.edu.au

Information regarding courses available and fee structures can be found at
Internet: www.goingtouni.gov.au

Career and Guidance Counselling

Career counselling and information is provided by Guidance Officers based in state secondary schools or local Education District Offices.

Information on careers and further study can also be obtained from

Centrelink Career Information Centre
Level 8, Terrica Pl, 140 Creek St, Brisbane
Tel: 1800 627 175
Email: cic.brisbane@centrelink.gov.au

Education Contact Details

Head Office	Postal Address	Street Address	Telephone Contact Details	Website
Department of Education and Training	PO Box 15033 City East QLD 4002	30 Mary St Brisbane	(07) 3237 0111 13 13 04	www.education. qld.gov.au

District Offices – Education Queensland

District Office	Address	Contact Details
Metro East (Brisbane)	257 Gympie Rd Kedron QLD 4031	Tel: (07) 3350 7866 Fax: (07) 3350 7890
Cairns	17–19 Sheridan St Cairns QLD 4870	Tel: (07) 4046 5222 Fax: (07) 4046 5200
Central Queensland Rockhampton	209 Bolsover St Rockhampton QLD 4700	Tel: (07) 4938 4661 Fax: (07) 4938 4921
South East One Gold Coast	34–36 Glenferrie Dr Robina QLD 4226	Tel: (07) 5562 4888 Fax: (07) 5562 4800
Central Queensland Mackay	67–69 Sydney St Mackay QLD 4740	Tel: (07) 4951 6800 Fax: (07) 4951 6824
Metro West Ipswich	Floor 3 Tower Central 114 Brisbane St Ipswich	Tel: (07) 3280 1666 Fax: (07) 3280 1048
North Queensland West	51 Miles St Mount Isa QLD 4825	Tel: (07) 4744 8222 Fax: (07) 4744 8201
North Coast Murrumba	Ogg Rd Murrumba Downs QLD 4503	Tel: (07) 3881 9600 Fax: (07) 3881 9640
Darling Downs South-West East Toowoomba	178 Hume St Toowoomba QLD 4350	Tel: (07) 4616 9111 Fax: (07) 4616 9101
North Queensland Townsville	Cnr Walker & Stanley Sts Townsville QLD 4810	Tel: (07) 4726 3111 Fax: (07) 4726 3100

Catholic Education Offices

District Office	Address	Contact Details
Brisbane Diocese	243 Gladstone Rd Dutton Park QLD 4001	Tel: (07) 3840 0400 Fax: (07) 3844 5101 Internet: www.bne.catholic.edu.au
Cairns Diocese	130 Lake St Cairns QLD 4870	Tel: (07) 4050 9700 Fax: (07) 4051 2859 Internet: www.ceo.cairns.catholic.edu.au
Rockhampton Diocese	143 West St Rockhampton QLD 4700	Tel: (07) 4931 3600 Fax: (07) 4931 3700 Internet: www.ceo.rok.catholic.edu.au
Toowoomba Diocese	73 Margaret St Toowoomba QLD 4350	Tel: (07) 4637 1400 Fax: (07) 4637 1499 Internet: www.twb.catholic.edu.au
Townsville Diocese	2 Gardenia Ave Kirwan QLD 4817	Tel: (07) 4773 0900 Fax: (07) 4773 0901 Internet: www.tsv.catholic.edu.au

Independent Schools

District Office	Address	Contact Details
Anglican Schools Office	369 Ann St Brisbane QLD 4000	Tel: (07) 3839 0882 Fax: (07) 3839 0879 Internet: www.aso.qld.edu.au
Association of Independent Schools	96 Warren St Fortitude Valley QLD 4006	Tel: (07) 3228 1515 Fax: (07) 3228 1575 Internet: www.aisq.qld.edu.au
Christian Schools Association	96 Warren St Fortitude Valley QLD 4006	Tel: (07) 3228 1534 Fax: (07) 3228 1599 Internet: www.csa.edu.au
Lutheran Church Schools	24 McDougall St Milton QLD 4064	Tel: (07) 3511 4000 Fax: (07) 3511 4051 Internet: www.lutheran.edu.au
Seventh Day Adventist Schools	19 Eagle Tce Brisbane QLD 4000	Tel: (07) 3218 7777 Fax: (07) 3236 1305 Internet: www.adventist.edu.au

Out of School Hours Care

School-age care services operate during school terms and the school holidays. There are three different types of school-age care services – before-school care, after-school care and vacation care. These services are run in a variety of venues including schools, long day care centres, community centres and family day care schemes. The Queensland Government has established a number of outside school hours care activity programs for young people aged 13–15 years.

Internet: www.communities.qld.gov.au

Choosing a School

Parents today are becoming more aware when it comes to appraising the facilities of the establishments where their children usually attend primary school for seven years, and where they spend their next five years at secondary school.

To varying degrees, schools have a rich academic, spiritual, sporting and cultural life. The best school for a secondary student is one offering subjects and activities that match the student's temperament, interests and aspirations. Finding the best match requires parental judgements about all aspects of the school's life.

The checklists that follow are intended to provide you with a guide only. Draw up a list of what is important and of interest to you, and then seek an interview with the principal.

Some Key Questions

- Does the school have a particular educational philosophy or mission?
- Are all students encouraged and nurtured to achieve to the best of their ability?
- Will the learning environment suit your child?
- What sort of learning environment is developed in the school?
- What is the school's approach to student discipline?

- How does the school encourage and monitor students' progress?
- What kinds of library resources are available to students?
- How is technology used to support teaching and learning?
- How do the arts fit into the curriculum? Is there a school choir, band or orchestra? A school play? Art classes?
- What extracurricular opportunities (sports, clubs, community service, competitions) are available for students?
- How do students get to school? Is there a school bus?
- How does the school support students who have academic, social or emotional difficulties?
- What are some of the school's greatest accomplishments? What are some of the biggest challenges this school faces?
- What types of parent involvement take place at the school?
- Is out of school hours care and vacation care available?
- If the school is large, does it make an effort to provide activities that create a sense of community?

School Annual Reporting

Through the School Annual Report, Queensland parents are given information in a consistent format so they can make informed choices about schools. All schools must publish a minimum amount of information for parents to read, either through website or hardcopy publication. This annual report covers topics such as distinctive curriculum offerings, extracurricular activities, social climate, reading, writing and numeracy results for Years 2, 3, 5, 7 and 9 (including the average score for the school and the average score for Queensland), and the percentage of students at the school above the national benchmark. There is also a consistent reporting document available on each secondary school website giving details about student performance.

Class Placement

The term 'placement' refers to the year level of students when they enter a new school.

Students transferring from interstate can normally be expected to join the same age group they occupied in the previous school system. However, the circumstance of each case is considered individually and parents are encouraged to discuss these matters with the principal. It is vital that each student has a well-constructed student information portfolio.

There are some important factors that assist the school in making the most appropriate placement for a student. If a student moves within Queensland, their placement will not be affected by the move. However, if they move to Queensland from interstate, their placement needs to be considered carefully.

The factors that schools will take into consideration are:

- the number of years of formal schooling the child has had
- academic history and progress as evidenced by work samples
- social, emotional and physical maturity
- age
- likely future moves
- any other aspects of the student's background relevant to placement (e.g. medical, emotional, cultural)
- parental preferences.

It is important for the family to collect current, dated work samples from the previous school to assist the new school in determining the academic level of the student in relation to the Queensland curriculum. The student information portfolio program (available from your REDLO) will assist families in gathering the necessary enrolment information for the student.

It is appropriate for the placement to be reviewed after two weeks. If a move to another class is needed, it should be done before social ties become too strong. Parents need to investigate this with the school at the time of the review.

Assistance for Children with Special Needs

All students have a basic human right to receive their schooling within a state education system. Education Queensland makes a commitment to educate all children in the state. However, some children in schools may require additional support to gain access to and participate in a broad, balanced curriculum.

Schools successfully use a range of strategies to support these students, including the provision of curriculum options and specialist staff.

One group of students – those with disabilities – requires high levels or different types of specialist assistance during their education. This group represents approximately 3 per cent of the population. Students with specialist educational needs arising from a disability will be assessed to determine the level of support needed.

Parents of children with an impairment – physical, intellectual, visual, hearing, speech/language or Autism Spectrum Disorder – or who have multiple impairments should contact the Principal Education Officer (Student Services) at their Education Queensland district office. Education Queensland provides support for children with disabilities from birth.

Students with learning difficulties, dyslexia and ADHD undergo a process of appraisal to determine their support needs. Parents of children with learning difficulties should contact the Support Teacher (Learning Difficulties) in their school.

Students with Disabilities

Education Queensland promotes access, participation, and quality educational outcomes for students with disabilities across an array of settings – including primary, secondary, special schools and early special education programs.

Students with disabilities are those who have additional educational support needs arising from Autism Spectrum Disorder, hearing impairment, intellectual impairment, physical impairment, speech/language impairment, vision impairment, or a combination of these. In addition to this, early special education services may be provided for students from birth to school age.

Visiting professionals are available to support students with disabilities. They may include:

- specialist support teachers
- speech and language pathologists
- advisory visiting teachers
- guidance officers
- teacher aides.

Education Adjustment Program

Students with disabilities are supported through the Education Adjustment Program (EAP). The EAP is a collaborative process, and participation by parents/ caregivers is encouraged and recommended.

The process contributes to promoting inclusive and accountable curriculum for students with disabilities, and provides foundations for resourcing processes. The EAP Profile records the adjustments being made to support a student in accessing curriculum, achieving curriculum outcomes and participating in the life of the school.

Education Queensland provides an array of Specialist Educational Support Services for Students with Disabilities, including the following:

- Special schools offering highly-specialised programs for students with disabilities.
- Special education units/classes (SEU/SEC) offering programs in primary and secondary schools for students with disabilities who require modified programs. Programs enable students to receive specialised education provided by specialist teachers and/or the option to receive programs in the regular school.
- Early Childhood Development Programs and Services – for children from birth to six years with severe to moderate disabilities, which include programs from the unit, teacher consultancy services on request to regular kindergartens, and home visits to provide support to young children with disabilities and their families.

School Dentist

Queensland Health provides a school dental service for all Queensland school children from preschool to Year 10. Dental teams provide non-emergency treatment to a group of schools on a rotational basis. Once an entire school's treatment is complete, the dental team moves to another school.

Treatment will not be given unless a signed consent form has been received from the parent/guardian. Parents are welcome to attend any of their child's appointments. For information on the location of the nearest school dental facility, please consult your local White Pages under 'Queensland Health'.

When a school clinic is not attended, all emergency dental treatment should be directed to the nearest dental clinic (check the White Pages under 'Queensland Health' for contact details).

Resources and Websites

Website Details

Services for Children Prior To Preparatory Year

Childcare Centres and Out of School Hours Care

Information on locations of childcare centres and out of school hours care facilities is available by contacting

Tel: (07) 3224 4225 (Brisbane area)

Tel: 1800 637 711 (outside Brisbane)

Internet: www.mychild.gov.au

Family Day Care Association Queensland

Internet: www.fdcqld.org

C&K

Tel: 1800 177 092 (within Queensland)

Tel: (07) 3552 5333 (Brisbane and interstate)

Internet: www.candk.asn.au

Schools

Government Schools

Education Queensland

Internet: www.education.qld.gov.au

Information about government schools can be found using maps of educational districts that show school locations.

Internet: www.education.qld.gov.au/schools/maps

Maps for enrolment-managed schools showing the school catchment areas can be found at

Internet: www.education.qld.gov.au/schools/catchment

Non-government Schools

Catholic Schools

Statewide

Internet: www.qcec.qld.catholic.edu.au

Brisbane Diocese

Internet: www.bne.catholic.edu.au

Cairns Diocese

Internet: www.ceo.cairns.catholic.edu.au

Rockhampton Diocese

Internet: www.rok.catholic.edu.au

Toowoomba Diocese

Internet: www.twb.catholic.edu.au

Townsville Diocese

Internet: www.ceo.tsv.catholic.edu.au

Independent Schools

Association of Independent Schools

Internet: www.aisq.qld.edu.au

Christian Schools

Internet: www.csa.edu.au

Lutheran Schools

Internet: www.lutheran.edu.au/qld

Education Policy and Curriculum Documentation

Queensland Studies Authority

Internet: www.qsa.qld.edu.au

Education Queensland

Internet: www.education.qld.gov.au

Department of Education, Employment and Workplace Relations (DEEWR)

Internet: www.deewr.gov.au

Tertiary Education

Queensland Tertiary Admissions Centre (QTAC)

Internet: www.qtac.edu.au

TAFE

Internet: www.tafe.qld.gov.au

Open Learning Australia

Internet: www.ola.edu.au

Department of Education, Employment and Workplace Relations (DEEWR)

Internet: www.goingtouni.gov.au

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Publications

Guide to Cairns Schools 2011

Guide to Townsville Primary Schools 2011

Guide to Townsville Secondary Schools 2011

Guide to Townsville Catholic Schools 2011

Guide to Townsville Independent Schools 2011

Guide to Special Education in Queensland

Notes

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Australian Government

Department of Defence