

Checklist for Parents

	Before starting school	By end of first week	By first month
Submitted relevant documents for Admissions – QID, Ministry attested reports, fit to join certificate			
Read the Welcome Letter and Parent Guide			
I have received information on my child's class allocation, class teacher and house team.			
I have applied for a Parent ID for myself and any relevant family members			
I have reviewed the school timings and drop-off/pick-up procedures			
I have confirmed bus service arrangements for my child or drop off plan			
I have purchased the school uniform			
I have purchased swim wear as per the school guidelines			
I have labelled all my child's belongings (school uniform items, lunchbox, water bottle, bags, shoes etc.)			
I have purchased a canteen card for my child to access the canteen			
I have purchased school supplies			
I am aware of the first day of school protocols.			
I have spoken to my child positively about starting school and what to expect			
I have read the school policies and understand them			
I understand the uniform expectations			
I have received information about the Class WhatsApp group and Parent class rep details.			
I have signed the BYOD form (secondary)			
I have signed all the pupil permission forms – photo permissions, swimming permission, counselling permission and cultural sensitive waiver form			
I have joined Class Dojo and understand how the communication is shared			
I have signed up to the Parent Canvas page and am aware of its use.			
I have downloaded the academic school calendar and saved important dates.			
I am aware of the school events calendar			
I am aware of the parent volunteering opportunities within the Parent Staff Association (PSA)			
My child received his/her school planner; I have read and signed it.			
My child has established a consistent school-day routine			
I understand the homework expectations and requirements for my child			
I understand how assessments are conducted for my child's year group			
I have made an appointment with my child's class teacher/form tutor for a check-in			
I have attended the "New Parent Welcome meeting" with the Executive Principal			
I understand the school values and have discussed it with my child			
I feel confident about approaching the school with any compliments, concerns, questions or feedback			