

Parent Involvement

Parents play an active part in the school community. Being involved with the school provides you with an opportunity to extend your own skills and meet other parents. Options include:

- Classroom helper: listen to children read, set up activities, add a skill or craft to activities on offer.
- Excursions: take children to interesting and informative places. Enjoy the outing yourself whilst assisting the teachers.
- School camps: enjoy the less formal context of out of school learning.
- Canteen/Tuckshop activities: an hour or two each week is all it takes.
- Fundraising: take part in auctions, barbeques, book fairs, trivia nights or introduce something new.
- Library assistance: always needed to help cover, repair and sort those books.
- School council or parents' association: bring your skills and expertise to the fore in providing education to your child and others.
- Sport: support your child's involvement in school team sporting events and, if required, volunteer to help.

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 well constructed portfolio can:

- Provide a documented history of your child's schooling.
- Provide details about your child to assist the new school in placing them in an appropriate year level.
- Encourage your child to feel he/she is making a contribution to his/her schooling.
- Help parents to relate more confidently to new schools.

For information on changing schools

www.dest.gov.au/changingschools

For information on the ISDTN

www.mceetya.edu.au/transfernote

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Australian Government

Department of Education, Employment
and Workplace Relations



Changing Schools

A checklist for parents





Before You Leave

- Notify the present school of the move.
- Discuss the move with your child. Answer their questions – reassure them.
- Ask the school for reports, samples of work and other relevant information for collection prior to departure.
- Contact the new area of school for information.
- Make sure all library/text books are returned to the school, and fees paid.
- Collect all student work from school.
- If moving interstate, take with you information detailed in the Interstate Student Data Transfer Note (ISDTN) to assist the new school gain this important information about your child in a timely manner (see website details on the back page of this brochure).

Take These Records With You

- Your updated student information portfolio/samples of school work.
- Copy of birth certificate.
- Record of immunisation (not required for all States/Territories).
- Your child's most recent student report for all areas studied.
- A report showing your child's achievement in annual Year 3, 5, 7 or 9 literacy and numeracy tests, as applicable.
- An updated assessment of special needs (where relevant).

Any further information relevant to your child's education.

On Arrival

- Make appointments with Principals or enrolment officers.
- At the appointment discuss your child's strengths and weaknesses, placement, special needs (if applicable).
- Let the school know that you are aware of the Interstate Student Data Transfer Note and are happy for information to be transferred from your child's old school to the new school. This will assist the school in meeting your child's needs.
- Discuss the new school with your child. Answer their questions – reassure them.
- Familiarise yourself with the new school and established forms of communication between school and home.
- Ask what expectations the school has of parents and talk about what you might be able to contribute to the school community
- Allow approximately four weeks for your child to settle in and for teachers to get to know them. Contact the school to discuss progress or concerns.

