

My employer

About Education Queensland

Education Queensland delivers high-quality education to more than 70 per cent of all Queensland school students at preparatory, primary and secondary levels.

The Department of Education and Training is committed to providing quality education, where students are prepared to be knowledgeable, creative and innovative contributors to the global knowledge economy. Education Queensland's diverse schools and dedicated teachers are at the heart of the Queensland Government's 'Smart State' vision.

The Department is responsible for approximately 1250 schools staffed by more than 36 000 teachers and attended by more than 480 000 students. Providing a safe, healthy and supportive working environment supports teachers in delivering quality educational outcomes for students and is a priority of the department.

Education Queensland has a diverse structure to cater for its widespread delivery of service. Employees work in a wide range of campuses and contexts including:

- Prep to Year 7 (primary schools)
- Prep to Year 10
- Year 8 to Year 12 (secondary schools)
- Prep to Year 12
- special schools
- hospital schools
- travelling schools
- virtual schools
- Positive Learning Centres and other alternative education programs
- Schools of Distance Education
- Environmental Education Centres
- Outdoor Education Centres
- Centres for Continuing Secondary Education
- Youth Education and Training Centres (Youth Detention Centres).

These campuses are located in seven regions throughout Queensland.

The size of the Education Queensland schooling system and the diversity of our schools provide tremendous opportunities for you to explore the exciting and extremely varied dimensions of your profession. It also offers extensive career development opportunities.

Queensland state education operates as a partnership between schools and their communities. All state schools are coeducational. Children may begin their education in the Prep Year, which provides a year of non-compulsory education.

With a broad, balanced curriculum and wide range of activities to choose from, our schools are well equipped to help students develop their individual skills and talents. Many of our schools offer distinctive excellence programs in both academic and non-academic areas such as:

- humanities
- arts, including fine art, drama, music, dance
- business, aviation, information technology
- science, mathematics
- sports, including soccer, rugby league, golf and tennis.

Talented and ambitious students are given the opportunity to advance their specialised skills while obtaining a well-rounded general education.

Furthermore, the Queensland Academies have been established (with campuses at Toowong, Kelvin Grove and the Gold Coast) with the aim to accelerate learning opportunities for Queensland's 'best and brightest' in Years 10, 11 and 12. The program offered by the academies is the Baccalaureate Diploma program and is characterised by accelerated studies, extension and enrichment work with universities, and industry experience.

Queensland state schools offer an extensive range of resources to further enhance and support innovative learning in today's fast-paced world. These may include:

- school subjects which incorporate online learning as a complementary facet for providing challenging and stimulating education
- recording studios and videoconferencing facilities
- business education centres featuring state-of-the-art technology
- photographic laboratories and multimedia technology.

Major initiatives

Queensland's state schools are being transformed. Students and teachers in state schools, along with non-state schools, TAFE institutes and local communities, are helping to create more innovative, flexible and supportive education and training systems. The key priority initiatives of Education Queensland include:

- Australian Curriculum, Assessment and Reporting Authority (ACARA)
- *Bound for Success: Education Strategy for Cape York*
- Closing the Gap Education Strategy
- *Developing Performance Framework*
- Education and Training Reforms for the Future (ETRF)
- *Embedding Aboriginal and Torres Strait Islander Perspectives in Schools*
- *Foundations for Success*
- Middle Phase of Learning
- National Partnership Agreements
- *Partners for Success*
- Preparatory Year
- *Professional Standards for Teachers*
- Queensland Academies
- Queensland Curriculum, Assessment and Reporting (QCAR) Framework
- Senior Phase of Learning
- Smart Choices
- Smart Classrooms
- Smart Moves.

Specialist support services

Through their personal relationships and involvement in various communities, students learn to understand, respect and appreciate diversity. They also have the opportunity to build productive processes for developing equity. Inclusive education is for everybody and is everybody's business. All students have the right to experience quality participation and enhanced learning opportunities to achieve the best possible education outcomes.

Education Queensland employees have access to a variety of services to support their needs and the needs of their students. These services are outlined below.

Disability Services Support Unit

Disability Services Support Unit (DSSU) is a service unit of Student Services. The role of the DSSU is to enhance and facilitate inclusive education practices. It is a statewide service that provides advice and support to schools and regions to assist with quality educational outcomes for students with disabilities. Services are provided by a team of professional staff from a range of disciplines to support inclusive education practice, curriculum engagement and delivery, and the alignment of policy and practice. DSSU offers support services on request.

Further information is available at www.education.qld.gov.au/studentsservices/dssu.html

Education Queensland International

Education Queensland International (EQI) manages a range of programs to assist international students to enrol and participate in educational programs in Queensland state schools.

Further information is available at www.education.qld.gov.au/marketing/eqi

Indigenous Schooling Support Unit

The Indigenous Schooling Support Unit (ISSU) is a strategy that was developed as part of the *Partners for Success* framework. The formation of the ISSU acknowledges that remote state schools can be unique workplaces and that Aboriginal and Torres Strait Islander communities represent educational challenges. The ISSU develops, brokers and offers a range of professional development and training opportunities to Education Queensland staff and members of the school community. Schools themselves determine the breadth of these offerings. Each school's professional development and training framework allows the ISSU to program a range of curriculum, management and leadership activities. For many teachers, the pre-appointment induction will be the first point of contact.

Further information is available at www.issu.com.au

Library Services and Digital Resource Centre – Department of Education and Training

Library Services and Digital Resource Centre (part of eLearning) holds extensive collections of professional, educational and curriculum resources in a range of media to support the Prep to Year 12 education community across Queensland. Teachers can browse collections online, and access and borrow professional and classroom resources through a postal delivery service.

Specialist collections include:

- Curriculum Collection
- Professional Collection — including online databases
- Education History Collection
- Guidance Tests and Resources Collection
- Teaching of English to Speakers of Other Languages (TESOL) Collection.

The Library Services and Digital Resource Centre offers the following services to the Education Queensland community:

- expert advice in library design; furniture; collection design and management; managing school-based digital content; and library management systems
- reference interviews: tailoring resource provision to specific learning contexts
- vacation workshops in literacy; learning; and digital technologies
- Reading Review Community: online community for teachers and students to review and share new fiction titles
- information Update Service: research alerts sent to subscribers on topics such as early childhood; education in the news; leadership; professional development
- quality assurance and evaluation of learning resources.

Other special libraries include:

- Aboriginal and Torres Strait Islander Learning and Engagement Centre Libraries
- LOTE library.

These libraries and collections can be accessed via www.education.qld.gov.au/library

Hint

Contact Library Services for assistance with resourcing your next learning unit.

Virtual Schooling Service

The Virtual Schooling Service is an internationally and nationally recognised exemplar of excellence in distance education. The service uses innovative delivery strategies and a range of learning technologies to support students at a distance.

Education Views

Teachers keen to stay up-to-date with the latest in school news are encouraged to visit *Education Views* online at www.education.qld.gov.au/projects/educationviews

Education Views is the official staff publication for the Queensland Department of Education and Training and is a useful resource for state school teachers. The online publication is updated weekly with the latest education news and informative regular columns. Readers can also sign up to receive a regular email notifying them of new stories and items added to the website by visiting www.education.qld.gov.au/projects/educationviews/feedback/subscribe.html. *Education Views* is produced by the department's Corporate Communication and Marketing branch.

Teaching Learning Connect

Teaching Learning Connect is a monthly e-newsletter produced by Education Queensland's Teaching and Learning Branch. It aims to provide educational leaders and teachers with an update on key initiatives, and to highlight upcoming events and projects that are relevant to teaching and learning for Education Queensland teachers. Subscribe by visiting <http://team.oneportal.deta.qld.gov.au/sites/TLCsubscribe/default.aspx>. and have a copy of the e-newsletter delivered to your inbox each month.

Legislative requirements

The *Education (General Provisions) Act 2006* provides a legislative framework for the education system that is relevant and consistent, and supports the demands of modern schooling. A variety of legislative requirements directly affect the day-to-day practices of teachers. Information about such requirements, including those listed below, is available from your leadership team or the Education Queensland website at www.education.qld.gov.au:

- Right to Information and Information Privacy
- duty of care
- Code of Conduct
- workplace health and safety
- consent
- child protection
- copyright
- reporting obligations
- privacy and confidentiality.

Procedures Register

The Procedures Register (PR) provides staff with access to departmental policies, procedures, guidelines and other administrative instructions and details. Legislative requirements are included within the PR, which is available online at www.education.qld.gov.au/strategic/eppr

Employee Assistance Service

The Department of Education and Training provides a range of supportive psychological health services to employees. Services include free short-term confidential counselling, as well as some presentations and group work. These services assist individuals and school communities to increase psychological resilience, improve communication, develop positive work relationships and enhance wellbeing.

The Employee Assistance Service (EAS) is delivered by employee advisors across Queensland, all of whom are qualified psychologists or social workers. Employee advisors service particular regions and may use external psychologists to provide some counselling sessions, where a need is identified.

Acronyms and abbreviations

Below is a list of acronyms and abbreviations that you may come across in your work. If you are unsure of what a certain acronym or abbreviation stands for, use this list to find out.

ABSTUDY	Aboriginal Study Assistance Scheme
ACARA	Australian Curriculum, Assessment and Reporting Authority
ACSA	Australian Curriculum Studies Association
ADA	Anti-Discrimination Act
ADG	Assistant Director-General
AIMS	Adjusted Information Management System
AMEB	Australian Music Examinations Board
AOP	Annual Operational Plan
ARC	Australian Research Council
ASD	Autism spectrum disorder
AUSTUDY	A means tested allowance for students 16 years and over
AVT	Advisory Visiting Teacher
BCE	Brisbane Catholic Education
BETA	Beginning and Establishing Teachers' Association
BSM	Business Services Manager
C4T	Computers for Teachers
CEC	Community Education Counsellor
CO	Central Office
COC	Code of Conduct
CPD	Continuing Professional Development
CX	Curriculum Exchange (now known as Resource Exchange (RX))
DCEC	District Community Education Counsellor
DDA	<i>Disability Discrimination Act 1992</i>
DDG	Deputy Director-General
DEEWR	Department of Education, Employment and Workforce Relations (Australian Government)
DET	Department of Education and Training
DG	Director-General
DP	Deputy principal
DPF	<i>Developing Performance Framework</i>
DSQ	Disability Services Queensland
DSE	Disability Standards for Education
DSSU	Disability Services Support Unit
DWP	Diminished Work Performance
EAP	Education Adjustment Program
EATSIPS	<i>Embedding Aboriginal and Torres Strait Islander Perspectives in Schools</i>

EB	Enterprise bargaining		Commemoration
ECDP	Early Childhood Development Program	NAPLAN	National Assessment Program – Literacy and Numeracy
EEC	Environmental Education Centre	NEP	Negotiated Educational Plans
EEO	Equal employment opportunity	NESB	Non-English-speaking background
EGPA	Education (General Provisions) Act	NCT	Non-contact time
EOI	Expression of interest	OP	Overall Position (Year 12 score)
EQ	Education Queensland	OSHC	Outside school hours care
EQI	Education Queensland International	OT	Occupational therapist
ESFP	Education Support Funding Program	PCAP	Priority Country Area Program
ESL	English as a second language	PC	Professional community
ESP	Education Support Plan	P&C	Parents and Citizens' Association
ETRF	Education and Training Reforms for the Future	PD	Professional development
ETSS	Education Textbooks Subsidy Scheme	PI	Physical impairment
EYCG	Early Years Curriculum Guidelines	P4S	<i>Partners for Success</i>
FP	Field position (Year 12 to university score)	PP	Productive Pedagogies
FTE	Full-time equivalent	PPP	Positive Parenting Program
GO	Guidance officer	PPO	Principal policy officer
G&T	Gifted and talented	PR	Procedures Register
HECS	Higher Education Contribution Scheme	PST	Professional Standards for Teachers
HI	Hearing impairment	QAC	Queensland Arts Council
HOC	Head of Curriculum	QCAR	Queensland Curriculum, Assessment and Reporting
HOD	Head of Department	QCATs	Queensland Comparable Assessment Tasks
HOSES	Head of Special Education Services	QCE	Queensland Certificate of Education
HPE	Health and physical education	QCEC	Queensland Catholic Education Commission
HR	Human resources	QCIA	Queensland Certificate of Individual Achievement
ICT	Information and communication technology	QCS	Queensland Core Skills
II	Intellectual impairment	QCT	Queensland College of Teachers
IEW	Indigenous education worker	QSA	Queensland Studies Authority
ISQ	Independent Schools Queensland	QTAC	Queensland Tertiary Admissions Centre
ISSU	Indigenous Schooling Support Unit	QTU	Queensland Teachers' Union
ITAS	Indigenous Tutorial Assistance Scheme	RAIS	Remote Area Incentive Scheme
ITD	Industrial Technology and Design	RATEC	Remote Area Teacher Education Committee
JCQTA	Joint Council of Queensland Teacher Associations	RATEP	Remote Area Teacher Education Program
JPP	Job Pathways Program	RBPS	Responsible Behaviour Plan for Students
KLA	Key learning area	RD	Regional Director
LAO	Local accommodation officer	RI	Religious instruction
LAFHAS	Living Away From Home Allowance Scheme	RRWC	Rehabilitation and return to work coordinator
LEC	Learning Engagement Centre	RTI	Right to Information
LOA	Level of achievement	RX	Resource Exchange
LOTE	Languages other than English	SAC	School Advisory Council
MCEECDYA	The Ministerial Council for Education, Early Childhood Development and Youth Affairs	SBYHN	School-based youth health nurse
MIS	Managed Internet Service	SCC	Smart Classrooms Coordinator
MOST	Musically outstanding students	SDE	School of Distance Education
MOU	Memorandum of understanding	SDP	School Development Plan
NAIDOC	National Aboriginal and Islander Day of		

SEL	Social and emotional learning
SET	Senior Education and Training
SFD	Student free day
SIMS	School Information Management System
SLI	Speech–language impairment
SODE	School of Distance Education
SOS	School Opinion Survey
SOSE	Studies of society and environment
SRC	Student Representative Council
SRLS	School Reform Longitudinal Study
ST(LaN)	Support Teacher (Literacy and Numeracy)
SWL	Structured workplace learning
TA	Teacher aide
TAFE	Technical and Further Education
TE	Tertiary entrance
TESOL	Teaching of English to speakers of other languages
TRS	Teacher Relief Scheme (Funding)
TSR	Triennial School Review
VI	Vision impairment
VSS	Virtual Schooling Service
VET	Vocational education and training
WHSO	Workplace health and safety officer
WHSR	Workplace health and safety representative
YSC	Youth support coordinator