



MOURA STATE SCHOOL COMMUNICATION TABLE

Please refer to the table below to determine the appropriate method and avenue of communication for any information you require.
 NOTE: It may take a minimum of 2 or more business days to respond to non-urgent enquiries.

Class Teacher	Admin	Newsletter, P&C Community, Website, FB page
<p>Student issues – learning including reporting and assessment, behaviour, peers (including playground/friendship issues); Please email to arrange a meeting or to express your concerns.</p> <p>Interviews – Parent Teacher interviews are conducted formally twice per year.</p> <p>Report Cards – Issued each semester (ie. twice per year)</p> <p>Classroom routines – homework and volunteering/class help.</p> <p>Classroom newsletter – once a term</p> <p>Permission/consent forms</p>	<p>Payments – BPoint and BPay are an online payment system available to all parents for payment of invoices. Please see administration for any issues arising.</p> <p>Student Absences – Phone the absence line (49975260),</p> <p>Respond to SMS unexplained absences</p> <p>Change of routines i.e. leaving early</p> <p>Change to bus routine</p>	<p>Tuckshop – QKR (orders), schedule, volunteers.</p> <p>Events – school discos, working bees, graduation, special parades, school concert.</p> <p>Celebrations/Commemorations – eg ANZAC Day, NAIDOC Day, Under 8's Day.</p> <p>Instrumental Music Program – expressions of interest, general information.</p> <p>P&C Meetings – scheduled meetings, volunteers, fund raising and social events.</p>
<p>QParents – monitor and report student absences, report cards, give consent for excursions etc and update your address</p>		
<p>Principal Student Issues – when the Class Teacher is unavailable or serious matters require a higher referral – Please email or phone to arrange a meeting.</p>		

