

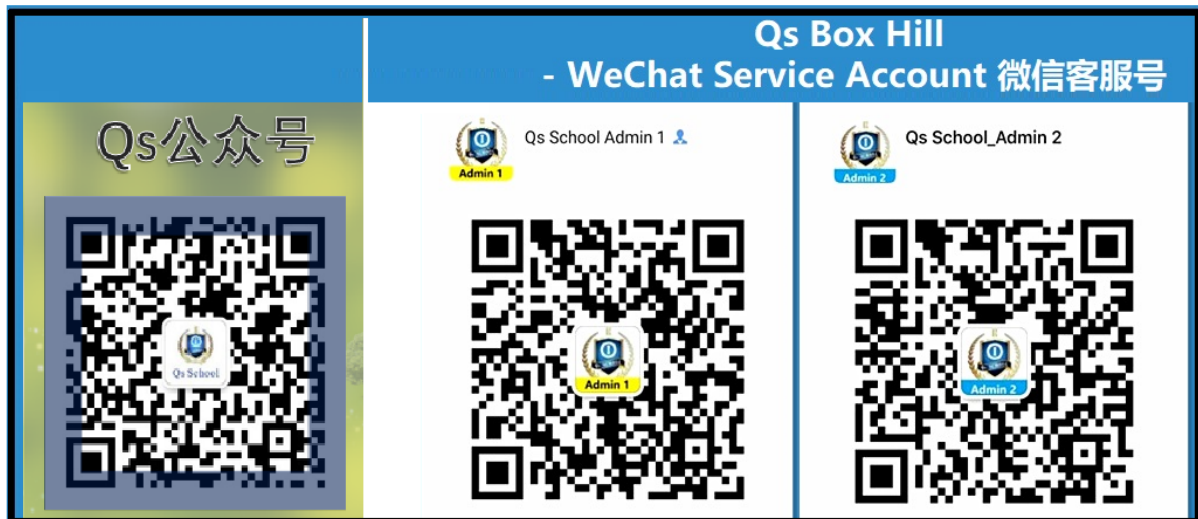


Qs School

Box Hill Campus

Handbook

2021





Qs School 2021 Calendar

Holiday	School day	Holiday Course
---------	------------	----------------

January

	Sa	Su	M	T	W	T	F
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
T1	16	17	18	19	20	21	22
W1	23	24	25	26	27	28	29
W2	30	31					

March

	Sa	Su	M	T	W	T	F
W6			1	2	3	4	5
W7	6	7	8	9	10	11	12
W8	13	14	15	16	17	18	19
W9	20	21	22	23	24	25	26
W10	27	28	29	30	31		

May

	Sa	Su	M	T	W	T	F
W3	1	2	3	4	5	6	7
W4	8	9	10	11	12	13	14
W5	15	16	17	18	19	20	21
W6	22	23	24	25	26	27	28
W7	29	30	31				

July

	Sa	Su	M	T	W	T	F
						1	2
T3	3	4	5	6	7	8	9
W1	10	11	12	13	14	15	16
W2	17	18	19	20	21	22	23
W3	24	25	26	27	28	29	30
W4	31						

September

	Sa	Su	M	T	W	T	F
W8					1	2	3
W9	4	5	6	7	8	9	10
W10	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	

November

	Sa	Su	M	T	W	T	F
W4			1	2	3	4	5
W5	6	7	8	9	10	11	12
W6	13	14	15	16	17	18	19
W7	20	21	22	23	24	25	26
W8	27	28	29	30			

February

	Sa	Su	M	T	W	T	F
W2			1	2	3	4	5
W3	6	7	8	9	10	11	12
W4	13	14	15	16	17	18	19
W5	20	21	22	23	24	25	26
W6	27	28					

April

	Sa	Su	M	T	W	T	F
W10						1	2
	3	4	5	6	7	8	9
T2	10	11	12	13	14	15	16
W1	17	18	19	20	21	22	23
W2	24	25	26	27	28	29	30

June

	Sa	Su	M	T	W	T	F
W7				1	2	3	4
W8	5	6	7	8	9	10	11
W9	12	13	14	15	16	17	18
W10	19	20	21	22	23	24	25
	26	27	28	29	30		

August

	Sa	Su	M	T	W	T	F
W4		1	2	3	4	5	6
W5	7	8	9	10	11	12	13
W6	14	15	16	17	18	19	20
W7	21	22	23	24	25	26	27
W8	28	29	30				

October

	Sa	Su	M	T	W	T	F
							1
W1	2	3	4	5	6	7	8
W2	9	10	11	12	13	14	15
W3	16	17	18	19	20	21	22
W4	23	24	25	26	27	28	29
	30	31					

December

	Sa	Su	M	T	W	T	F
W9					1	2	3
W10	4	5	6	7	8	9	10
W11	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31

Email: boxhill@qsschoolgroup.com.auWeb: www.qsschoolgroup.com.au

Address: 18 Ellingworth Parade, Box Hill, VIC 3128

Phone: (03) 98986048



Welcome

Welcome to Qs School!

Children in our school will experience joyful learning, develop friendships, improve academic performance and emotional intelligence. Every staff member at Qs loves working with children.

Our school mission is to empower younger generations to reach their fullest potential through our innovative integration of academic teaching with emotional intelligence training. We take pride in our history, our many graduates in the past and our excellent academic results achieved.

Qs staff will be working intelligently to utilise all our available resources to optimize your child's learning experiences at Qs School.

Thank you.

Ms. Yan Chen

Principal



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Part 1 General Information

Office Hours

Saturday	9:00-17:30
Sunday	9:00-17:30
Monday	Closed
Tuesday	14:00-20:30
Wednesday	14:00-20:30
Thursday	14:00-20:30
Friday	Closed

Contact Us

Qs School Box Hill Campus

Phone: (03) 9898 6048

Email: boxhill@qsschoolgroup.com.au

Web: www.qsschoolgroup.com.au

Address: 18 Ellingworth Parade, Box Hill VIC 3128



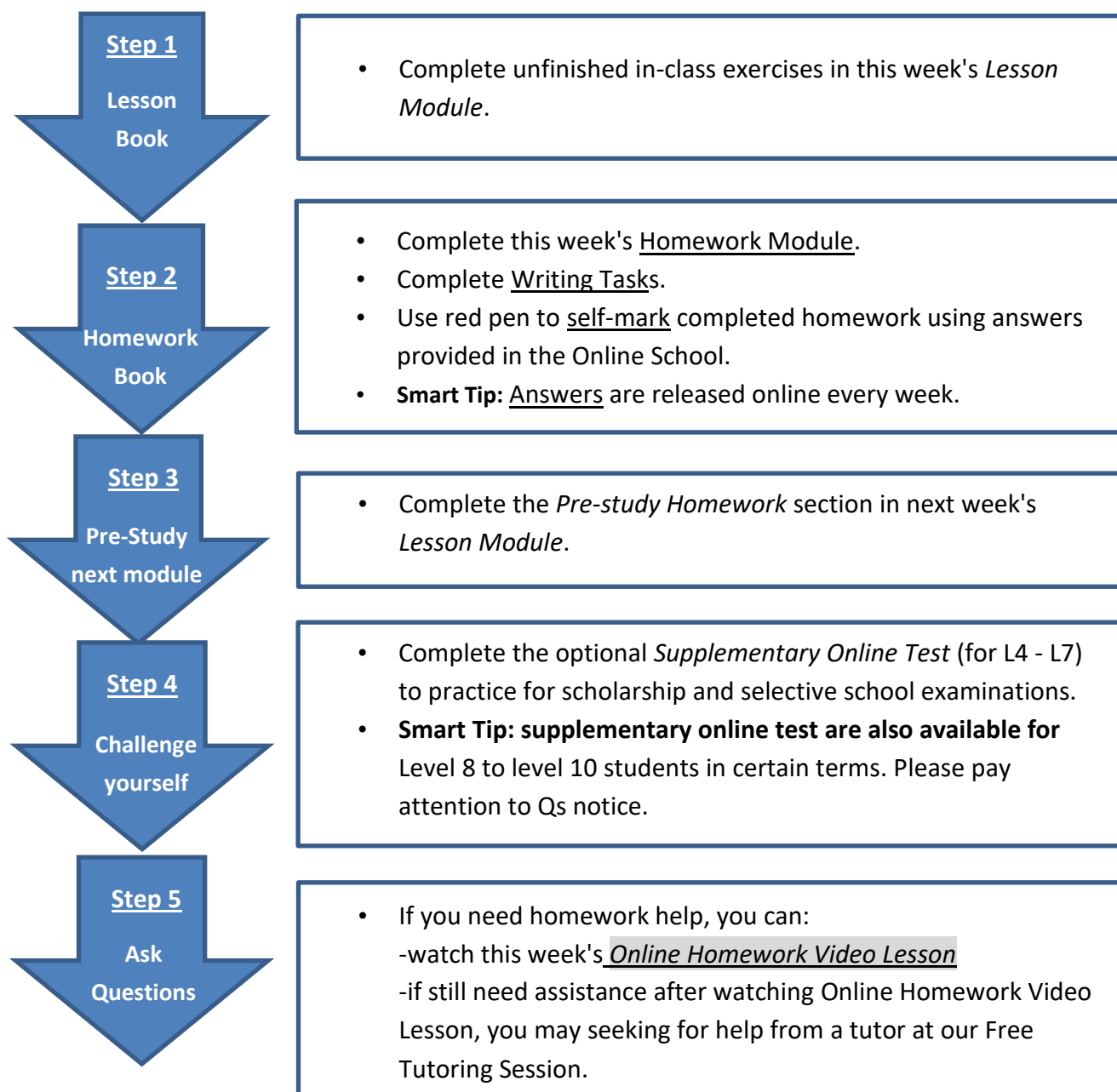
Part 2 Parents Information

1. THE 5-STEP Qs Homework Structure

The Qs School system has been carefully designed to encourage students to learn proactively. Follow our **5-step homework structure** to make the most of the educational systems and resources that Qs School provides!

Important notes:

- For further guidance, **Weekly Homework Checklists** can be found in the front pages of the **Homework Books**.
- No homework is assigned during Mock Test and Term Test weeks. Please refer to the **Contents Page** of the lesson books to determine your child's test weeks.



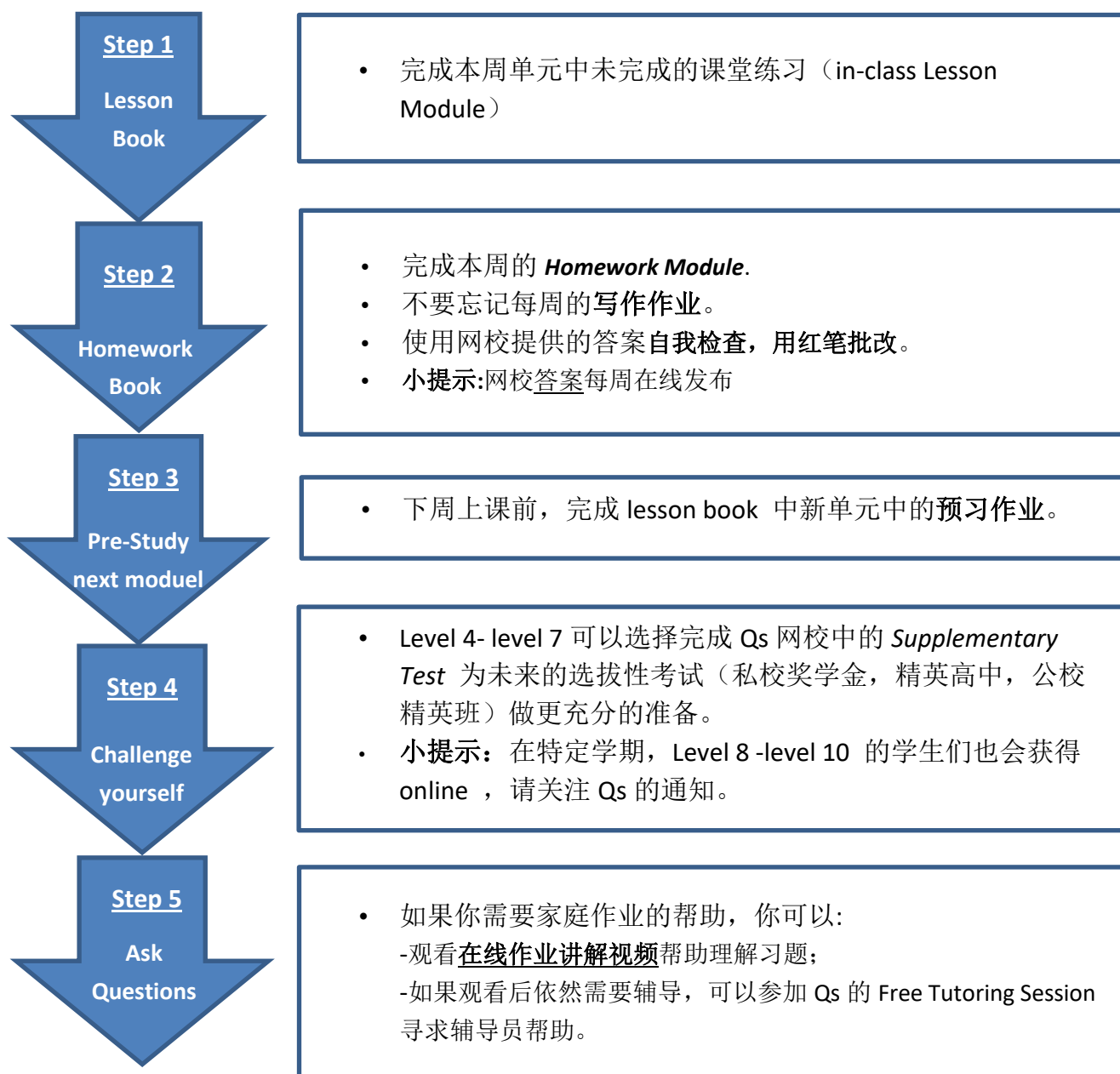


Qs 家庭作业 5 步骤

Qs School 通过精心设计的教材结构和强大的教学辅助系统（线下及线上），鼓励学生利用资源积极学习，有效学习，建立成长性思维及学习习惯。以下信息希望帮助到孩子和家长们更好的了解 Qs 的学习系统：

请注意：

- 更多指引，可以在 **Homework Book** 的首页找到 **Weekly Homework Checklists**。
- 每学期 Qs 的考试周没有家庭作业，您可以在的目录页面确定您孩子的考试周。





2. Qs Course structure 课程结构内容

	EQ Program	Lesson Book 课本
Lesson Contents (课堂内容)	情商课堂	1 module/week 每周一个单元

3. Qs School Online Learning Resources 网上教学资源

Detailed instructions about how to use the Qs School Online School are shown in a video on the front page of our online school 每一本教材的背面均印有详细的说明，网校第一页有中英文录像介绍，请家长仔细了解，并协助孩子利用 Qs 网上教学资源学习。

Weekly online scholarship practice test 奖学金模拟测试

Qs Primary students in Levels 4, 5, 6 and 7 will have a weekly online test in English, Maths and General Ability. This test will only be available online for 2 weeks. Parents please write down whether your child has finished the test. Qs 每周会为 Level 4–Level 7 的学生们提供奖学金网上模拟试卷（English, Math and GA）。测试每周更新，有效期为二周。请家长在 Homework Assignment List 上记录您的孩子是否完成试题。

**QS ONLINE SCHOOL SCHEDULE 网上教学资源更新时间表****Important notes:**

The Qs Online School is only available for our Empower and Elite courses. Qs 的网校资源主要适用于 Empower 和 Elite 课程。

SUPPLEMENTARY ONLINE TESTS (FOR SCHOLARSHIP & SELECTIVE SCHOOL TEST PREPARATION)

Level	Release date 更新时间	Number of tests 测试数量	Number of attempts allowed	Available for 开放周期
Level 4	Every Thursday 6 pm	1 test per week	2 times	2 Week
Level 5	Every Thursday 6 pm	2 tests per week	2 times	2 Week
Level 6	Every Thursday 6 pm	2 tests per week	2 times	2 Week
Level 7	Every Thursday 6 pm	1 test per week	2 times	2 Week
Level 8	Term 3 & Term 4 (Every Term Beginning)	See School Notice	1 time	1 Term
Level 9	Term 1 & Term 2 (Every Term Beginning)	See School Notice	1 time	1 Term
Level 10	Term 1 & Term 2 (Every Term Beginning)	See School Notice	1 time	1 Term

ONLINE HOMEWORK VIDEO LESSONS (MATHS/GA & ENGLISH/WRITING)**作业教学视频更新时间表**

Level	Release date 更新时间	Available for 开放周期
Level 2 Level 3 Level 4 Level 5 Level 6 Level 7 Level 8 Level 9 Level 10 VCE PREP	Every Thursday 6 pm	1 Term (close on the last day of every term)

**QS COURSE-RELATED ONLINE STUDY RESOURCES****Qs 课程相关的在线学习资源**

Course	Level	Available Term	Release date	Description	Duration
Empower/Elite Online Answers	2-11 (VCE PREP)	Term 1-4	Thursday 6 pm	Answers of Lesson Exercises and Homework Book Practices	1 Term
3hr Trial Test	6	Term 3-4	Every Thursday 6 pm	Test Paper Review (Questions & Answer explanations)	2 Weeks
1hr Trial Test	8	Term 4	Every Week	Test Paper Review (Questions & Answer explanations)	2 Weeks
1hr Trial Test	9	Term 1-2	Every Week	Test Paper Review (Questions & Answer explanations)	2 Weeks
3.5hr Trial Test	9	Term 1-3	Every Thursday 6 pm	Test Paper Review (Questions & Answer explanations)	2 Weeks
Online Practice Package (Purchase needed)	2-10	All Terms		Supplementary online practice package	2 Months



4. EQ Program 情商课堂

Our EQ program (emotional intelligence) will focus on parents and students' learning together 情商课堂要求家长与孩子共同学习。

- Parents should read the module content

请家长仔细阅读 EQ 书

- Discuss important thinking habits and complete EQ activities together

讨论重要的思维方式与习惯，共同完成情商课程的作业

- Parents should try to use habits in their own lives as well

希望家长们在生活中时常审视自己的心态，语言及行为，反复练习情商课程中思维和表达方式.

5. Information seminars 教育资讯讲座

Important Information seminars will be running throughout the term.

每个学期 Qs 都会举办精华教育资讯系列讲座。


Part 3 How to Access Online Homework Video Lesson

如何观看线上作业讲解视频

	<h2>Qs School Online Homework Video Lesson</h2> <p>"Bring Qs School Classroom To Your Home"</p> <h3>PARENTS/STUDENT GUIDE</h3>
<p>Overview</p>	<p>This document provides a specific guide line to Access Qs School Online Video Course Please refer to Qs Online learning Homepage for full detail instruction of Qs Online School</p>
 <p>How to log in to Qs School online School</p> <p><u>Qs Online School Support:</u></p> <p>PC, Mac book and iMac</p> <p>Android phone, iPhone, and iPad user friendly in "Online Lesson" and "Online Test"</p> <p><u>Web Browsers Support:</u></p> <p>"Google Chrome"</p> <p>"Apple-Safari"</p> <p>"Firefox"</p>	<p>1 Go to Online School website at https://www.qsschool.com.au/</p> <p>(Always log in Qs Online School from Qs School Homepage)</p>  <p>2 Click on "Online learning" and then click on "login"</p> 



3



Qs School Group Login

Please Input
*Student ID
* Password
* Verification Code

If you have problem of Account or Password, please refer to Section C

Student ID:

Password:

Verification:

Sign in

[Support need](#) [Forgot password?](#)


Email: hosh@qschoolgroup.com.au Tel: 01 9898 8008

B

How to access to the online lesson

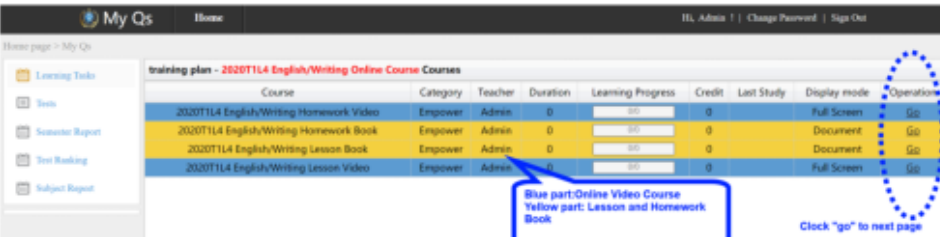
1

After logging in, in the right-hand side, you can find all your enrollment courses , Click the "Course" or "Answers", goes to next step



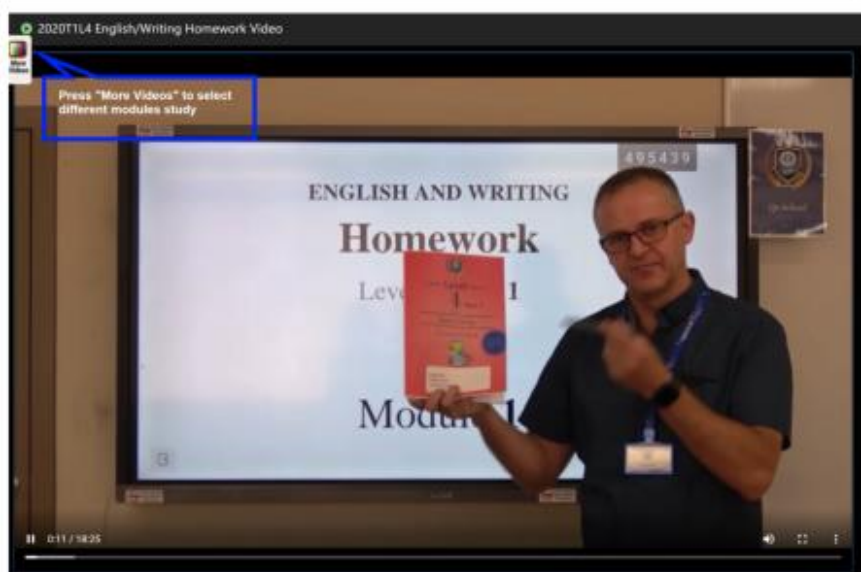
2

In the Course part, you will find the Homework and Lesson Book (yellow highlight) and Online Video (Blue highlight) , Click "Go" to next step



3

Online Video page (In the left-up part of page, click "More videos" icon, Select the different module if they are available)



4

In the "Answers" or "Book" page, you can select the different modules in bottom part of page if they are available.



5

In the "Answers" or "Book" page, you can press the "print" button in the up-right part of page to print out the material.



Qs Online School -
Username and
Password

1

Log in account is: **Qs School Student ID**


Log in Password is : **Password was sent to your registered email while you completed the enrollment**

2

Password Reset (Need to remember the email you use in the enrollment)




Qs School Group Login



Students

Student ID:

Password:

Verification: 

Support email:

Password Rest

Qs School Group

Email: hschool@qschoolgroup.com.au Tel: 03 9888 6048

3 Forget Student ID or Reset password failure +

Please contact different Qs School Campus office



- 2 Choose the 'Week 6 Writing Task' and click 'Start', you can see the writing topic on top and can type in the box blow.

Topic: Does learning to play an instrument improve student focus in the classroom?
You should have already set out your reasons and decided what side of the argument you will be taking. Remember to use definite, strong language and let your reader know that your opinion is correct, and they should believe whatever you have to say. Write your 'introduction' on a loose piece of lined paper ready to hand up to your teacher next week. Make sure you include your name, date and title for your piece.

Does learning ----

- 3 Then you can choose the 'Save' or 'Submit' button on the bottom of the right corner to save or submit your writing piece. In case you couldn't finish the whole piece, please click 'save'.

Topic: Does learning to play an instrument improve student focus in the classroom?
You should have already set out your reasons and decided what side of the argument you will be taking. Remember to use definite, strong language and let your reader know that your opinion is correct, and they should believe whatever you have to say. Write your 'introduction' on a loose piece of lined paper ready to hand up to your teacher next week. Make sure you include your name, date and title for your piece.

Does learning ----

Save Submit



HOW TO REVIEW THE WRITING RESULT AND TEACHER FEEDBACK

To review writing results and teacher feedback

- 1 Go to Online School website at <http://www.qsschool.com.au/>
- 2 Click on "online learning" and then click on "login"
- 3 After logging in, click onto the "Online Writing" on the left menu

SEMESTER REPORTS		TEST RESULTS		ONLINE WRITING		STATISTICS			
Search:		Session	PlanName	EndDate	TaskName	Status	Mark	Rubric	Sample Answer
PlanName		Week 6	2020T1L4 Writing	23/03/2020	Look back over the...	Detail	90	Rubric	Sample Answer
2020T1L4 Special Writing									
2020T1L4 Writing									







Note:

1. Click 'Detail' to check the edited work by your teacher.
2. The score '90' is your writing result.
3. Click 'Rubric' to check teachers' comments.
4. Click 'Sample Answer' to view the excellent sample writing recommended by teachers.



Part 5 Qs School 2021 Online Test

网上考试指引

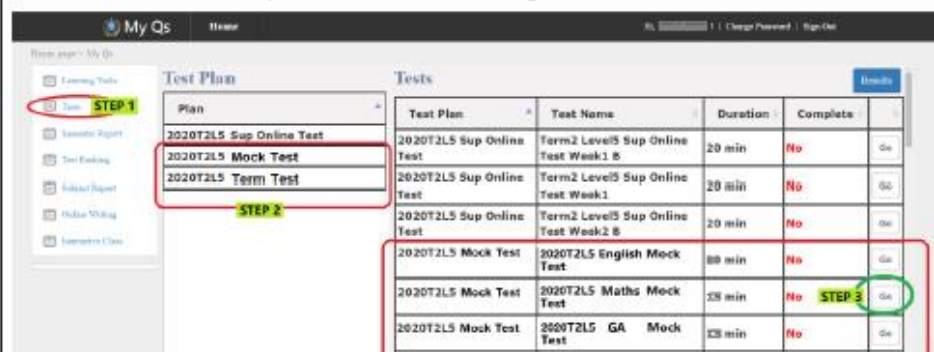
	<h2>Qs School Online Test</h2> <h3>PARENTS/STUDENT GUIDE</h3>
<p>Overview</p>	<p>This document provides a specific guideline to Access Qs School Online Term Test.</p>
 <p>How to login to Qs School online School</p> <p><u>Qs Online School Support:</u></p> <p>PC, Mac book and iMac</p> <p>Android phone, iPhone, and iPad user friendly in "Online Lesson" and "Online Test"</p> <p><u>Web Browsers Support:</u></p> <p>"Google Chrome"</p> <p>"Apple-Safari"</p> <p>"Firefox"</p>	<ol style="list-style-type: none"> <p>Go to Online School website at https://www.qsschool.com.au/</p> <p>(Always log in Qs Online School from Qs School Homepage)</p>  <p>Click on "Online learning" and then click on "login"</p>  <p>Qs School Group Login</p>  <p>Please Input * Student ID * Password * Verification Code</p> <p>Student ID: <input type="text"/></p> <p>Password: <input type="password"/></p> <p>Verification: <input type="text"/> </p> <p><input type="button" value="Sign in"/></p> <p>Forgot password?</p> <p>If you have problem of Account or Password, please refer to Section C</p> <p>Qs School Group</p> <p>Doc13 - login@qsschoolgroup.com.au on 15/01/2021 09:08</p>



How to access to the Qs online Mock/Term Test

1

After logging in, you can find "Test" menu by clicking on "Test", you can find your Mock/Term Test plan and test list on the right.

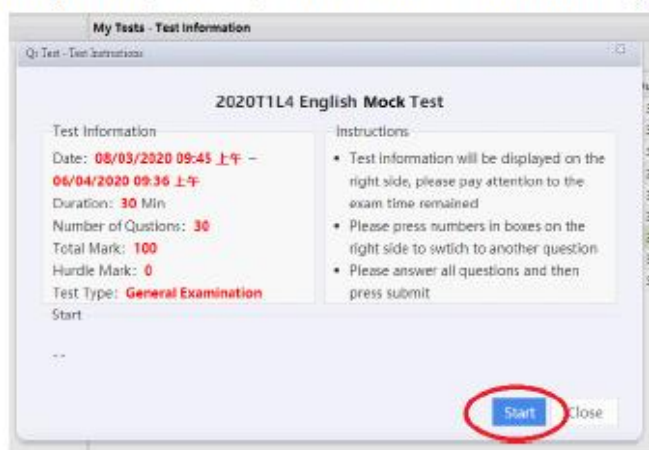


The screenshot shows the 'My Qs' dashboard. On the left, there is a sidebar with a 'Test' menu item highlighted in red and labeled 'STEP 1'. The main area is divided into two sections: 'Test Plan' and 'Tests'. The 'Test Plan' section shows a list of tests: '2020T2L5 Sup Online Test', '2020T2L5 Mock Test', and '2020T2L5 Term Test'. The 'Tests' section shows a table of tests with columns: 'Test Plan', 'Test Name', 'Duration', 'Complete', and 'Go'. The 'Go' button for the '2020T2L5 Mock Test' is highlighted in green and labeled 'STEP 3'.

Test Plan	Test Name	Duration	Complete	Go
2020T2L5 Sup Online Test	Term2 Level5 Sup Online Test Week1 & 2	20 min	No	Go
2020T2L5 Sup Online Test	Term2 Level5 Sup Online Test Week1	20 min	No	Go
2020T2L5 Sup Online Test	Term2 Level5 Sup Online Test Week2 & 3	20 min	No	Go
2020T2L5 Mock Test	2020T2L5 English Mock Test	80 min	No	Go
2020T2L5 Mock Test	2020T2L5 Maths Mock Test	28 min	No	Go
2020T2L5 Mock Test	2020T2L5 GA Mock Test	28 min	No	Go

2

Select one of your test, Click "Go", then click "Start" to start the test. E.g. ↓



The screenshot shows the 'My Tests - Test Information' window for the '2020T1L4 English Mock Test'. The window displays test information on the left and instructions on the right. The 'Start' button is highlighted in red.

2020T1L4 English Mock Test

Test Information

Date: 08/03/2020 09:45 上午 - 06/04/2020 09:36 上午

Duration: 30 Min

Number of Questions: 30

Total Mark: 100

Hurdle Mark: 0

Test Type: General Examination

Start

Instructions

- Test information will be displayed on the right side, please pay attention to the exam time remained
- Please press numbers in boxes on the right side to switch to another question
- Please answer all questions and then press submit

Start Close

3

The details of the questions will be shown below,



The screenshot shows the 'My Qs' dashboard with the details of a question. The question is titled 'The Unusual Sport of 'The Birdman Rally'' and is a multiple-choice question. The question text is: 'The Casual Sport of 'The Birdman Rally'' and 'A short article on one of humanity's craziest sports:'. Below the text is an image of a person in a red and blue costume, holding a flag, with the text 'Birdman Rally' below it. The question is followed by a grid of numbers for selection. The 'Submit' button is highlighted in red, and the 'Save and Quit' button is highlighted in green. The 'Remaining Time' is shown as 29:54.

Question 1 (Multiple Choice) (3):

The Unusual Sport of 'The Birdman Rally'

The Casual Sport of 'The Birdman Rally'

A short article on one of humanity's craziest sports:

Birdman Rally

The Birdman Rally is an unusual sport, full of splashes, spills and thrills, as everyday Melbourne's (predominantly), dress to impress and stop... to fly or fall, all in the name of charity.

Remaining Time: 29:54

Submit


Save and Quit

Answer

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30

Note:

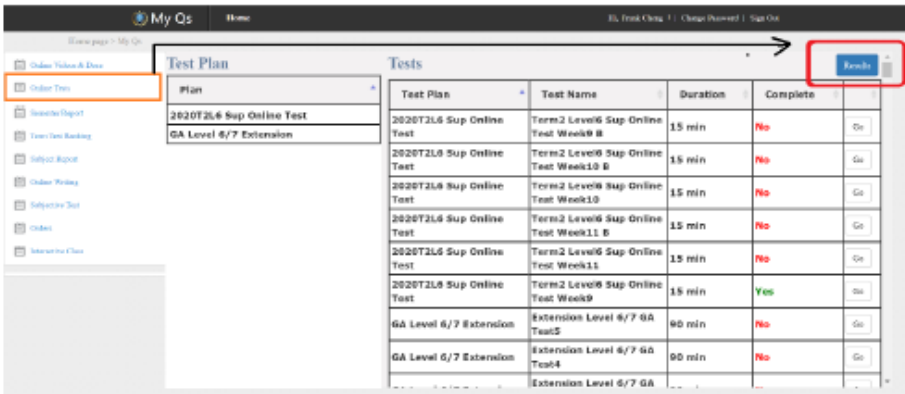
1. Be aware of the time limit on top of the right corner



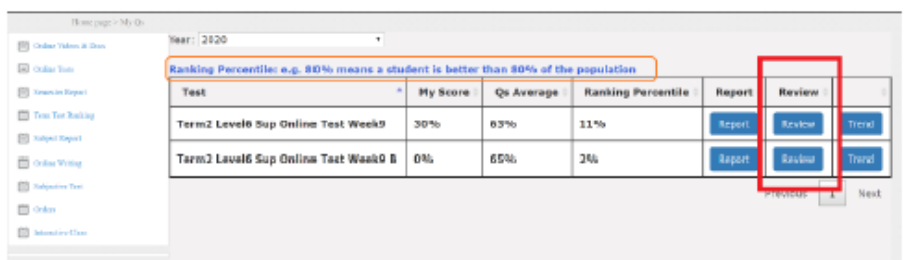
HOW TO VIEW TEST QUESTIONS, RESULTS, AND COMPUTER ANALYSIS REPORT

2. Click "Submit" once you complete all questions.
3. Click "Save and Quit" to save unfinished test, and continue next time

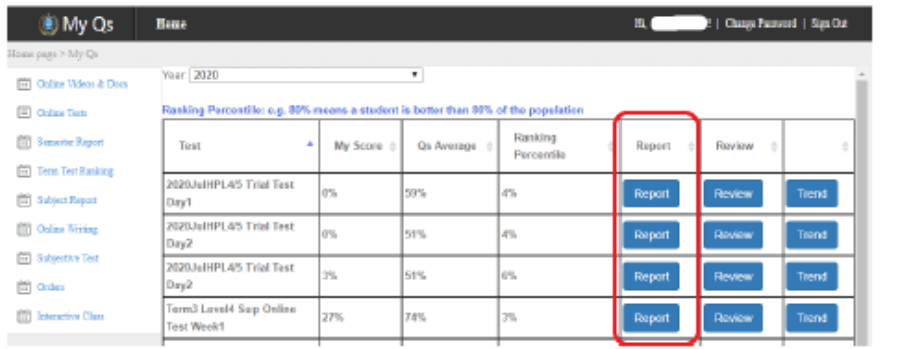
- 1 Go to Online School website at <http://www.qsschool.com.au/>
- 2 Click on "online learning" and then click on "login". After logging in, click onto the 'Online Tests' on the left menu, then click **"Results"** on the right top corner.



- 3 Second, click the 'Review' button to review question by question, the answers and explanations of the test:



- 4 To review the test report--click the 'Report' button to view the detailed analysis of a selected test. This analysis includes a few features:



- 5** Click the "Trend" button to review the test result trends and find out more about the student's advantages and where they need to improve:

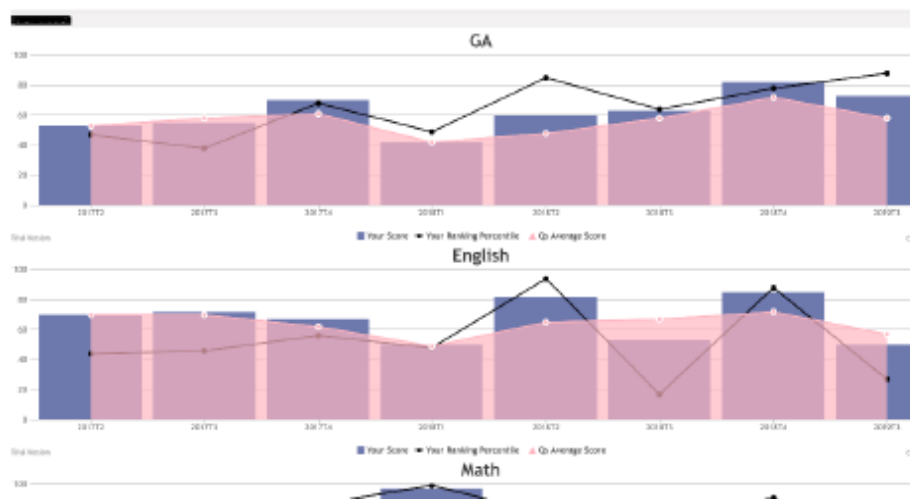
My Qs Home ID: [REDACTED] | Change Password | Sign Out

Home page > My Qs

Year: 2020

Ranking Percentile: e.g. 88% means a student is better than 88% of the population

Test	My Score	Qs Average	Ranking Percentile	Report	Review	Trend
2020JuliHPL45 Trial Test Day1	0%	59%	4%	Report	Review	Trend
2020JuliHPL45 Trial Test Day2	0%	51%	4%	Report	Review	Trend
2020JuliHPL45 Trial Test Day2	3%	51%	6%	Report	Review	Trend
Term3 Level4 Sep Online Test Week1	27%	74%	3%	Report	Review	Trend





Part 6 Qs School Free Tutoring Help

答疑辅导预定

	<h3>Qs School Tutoring Help (20210216)</h3> <h4>PARENTS/STUDENT GUIDE</h4>
Overview	<p>This document provides specific guidelines about Qs School Tutoring Help booking process.</p>
<p>[Step 1]</p> <p>How to login to Qs School Online Learning School?</p> <p>如何登陆您的 Qs 网校账户?</p> <p>Web Browsers Support: [PC--"Google Chrome"] [Apple--"Safari"]</p>	<p>1 Go to Online School website at https://www.qsschool.com.au/ (Always log into Qs Online School from Qs School Homepage)</p> <p>2 Click on "Online learning" and then click on "login"</p>   
<p>[Step 2]</p> <p>How to access your Qs "Free Homework Help"?</p> <p>如何通过您的 Qs 网校账户进入 "Free Homework Help" 预约页面?</p>	<p>1 After logging in, you can click "Free Homework Help" in the left menu to book the tutoring session for your level. / 点击左侧菜单 "Free Homework Help" 进入您对应年级的预约页面并点击进行预约。</p> 

**[Step 3]**

How to select a session time for your tutoring help?

如何选择预约辅导时段?

- 1 You may book the session time by clicking on the **blue time button**. / 您可以点击**蓝色方块按钮**来选择您希望预订的时间。
 - ◆ **Blue time button 蓝色方块按钮**: available booking session times
 - ◆ **Red time button 红色方块按钮**: session times have already been booked.
- 2 Next, please click on "←My Free Homework Help" button to check the session time you booked. 然后，您可以点击左上方"←My Free Homework Help"按钮，查阅您预订成功的时段。

(Please note 请注意: You are able to book a maximum of 2 sessions (20 minutes) 每次最多可预约 2 个时段即 20 分钟)

The screenshot shows the 'My Qs' interface. The top part displays a calendar for February 16-20, 2021, with a list of available booking slots in blue and booked slots in red. The bottom part shows the 'Book Free Homework Help' button highlighted with a blue box and arrow, and a list of booked sessions for Level 5 Empower - Box Hill.

[Step 4]

How to join the tutoring session you booked?

如何进入已预约好的辅导时段?

Before attending the session, please download the Zoom application to your device and update to the latest version. 请您提前下载好 Zoom 应用到您的设备，并完成最新 ZOOM 软件更新。(www.zoom.us/download)

Please login to Qs Online Learning School by using the following web browsers ↓ as [STEP 1]. 请使用如下浏览器访问您的 Qs Online Learning School ↓ 如第一步[STEP 1]。

< "Google—Chrome" or "Apple—Safari" >

5 minutes before your session starts, a "Join" button will show in your "Free Homework Help" page. Please click on it to join the tutoring session you booked through Zoom. 在您的 "Free Homework Help" 页面下，预约时段开始前 5 分钟，将会出现 "Join" 按钮，点击将自动打开 ZOOM APP 加入辅导课堂。

The screenshot shows the 'My Qs' interface. The top part displays a list of booked sessions for Level 5 Empower - Box Hill. The bottom part shows the 'Join' button highlighted with a red circle and arrow, indicating the button to click to join the tutoring session.

[Step 5]

How can you cancel or change your booking?

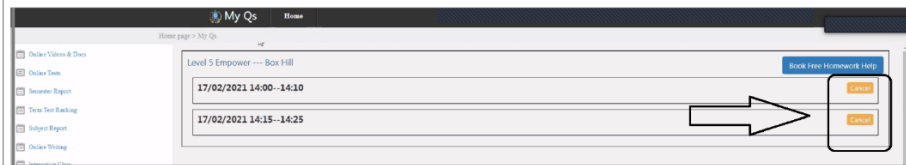
如何取消或更改您的预约?

There are 2 ways you can cancel the tutoring session you booked.

- ! Your booking session will be locked when the 5 minutes before session starts. No cancellation is available afterwards.
- ! 在您已预约好的 辅导课堂开始前 5 分钟，系统将自动锁定您的时段，锁定后不可取消或更改。

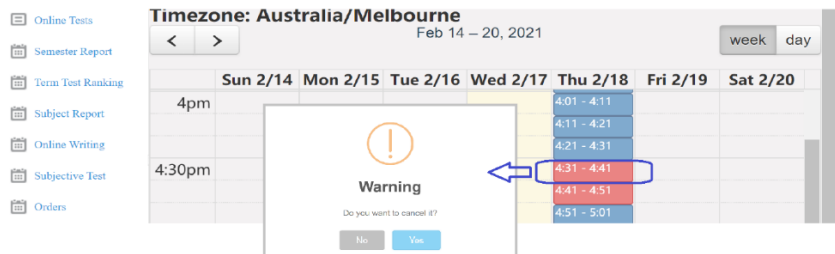
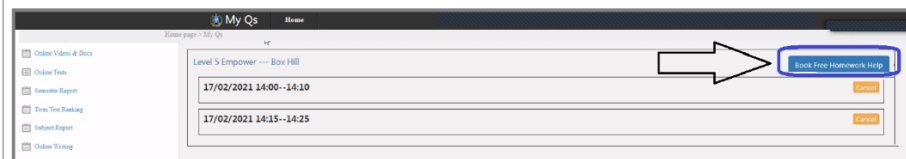
1. Click on "Cancel" to cancel the session you booked

方法一：直接点击取消您已预约的时段



2. click "Book Free Homework Help" button to jump to the time selection page

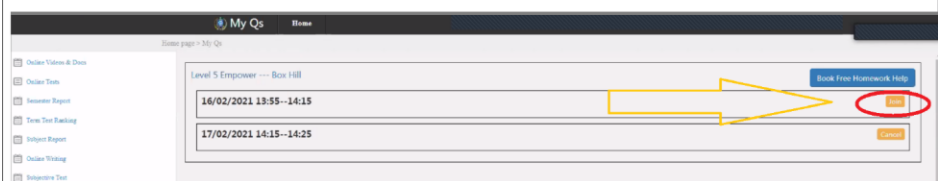
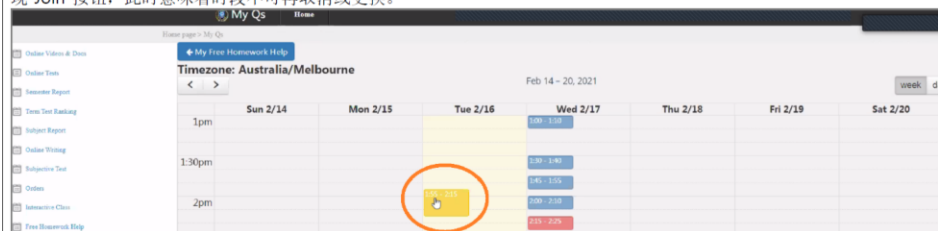
方法二：点击右上方蓝色按钮，进入选择时间页面，再取消预约时段



【Please note 请注意】:

When the system automatically locks your time slot (5 minutes before the start), the time slot you have selected will turn yellow, and a "Join" button will appear on your "Free homework help" page, which means that the time slot can no longer be cancelled or changed.

当系统自动锁定您的时段（开始前 5 分钟）后，您已选时段将变为黄色，同时您的“Free homework help”页面将出现“Join”按钮。此时意味着时段不可再取消或更换。



How to change the appointment period? 如何更改已预约时段?

Please refer to the above guidelines, first cancel the time slot you have reserved, and then select a new available time slot. (You can choose up to 2 time slots per week)

您可以参考以上指引，先取消您已预约的时段，再重新选择新的开放时段。（每周最多可选择 2 个时段）。



Part 7 Qs School Parents' Code of Conduct

家长守则

- 1) Focus on and celebrate the talents and strengths of your children. Strive to always be able to quickly list more than 5 good points about your child
善于发现孩子的优点和长处，能快速列出孩子 5 点以上的优点。
- 2) Understand the importance of listening and communicating. Endeavour to always communicate clearly, effectively and warmly with your child. This will help you to create and maintain a harmonious relationship of trust with your children.
理解倾听和沟通的重要性，能够用清楚、有效、温暖的沟通方式与孩子保持沟通。能够创造信任和谐的亲子关系。
- 3) Understand “solution focus thinking”. In practice, always use this method of thinking, and strive to engage with challenges and solutions optimistically. This will demonstrate to your child how to be resilient and solve problems rather than to let setbacks impede their growth and happiness.
运用 Solution focus(解决方案专注型)的思维方式和方法，在实践中不断运用，和孩子一起乐观面对挑战、解决问题，并引导孩子运用 Solution focus(解决方案专注型)的思维和方法。
- 4) Parents have the power to lead by example regarding discipline with technology. Demonstrating this will empower your children to control their own computer and phone using time. It is important to ensure that you have time to think, and to spend quality time with your child every day. This will be a ‘breath of fresh air’ to both of you and greatly improve everyone’s performance and mental health.



家长能够自律。能控制自己的电脑和手机时间，尽量保证每周每天能够思考、能够和孩子一起共度一些有质量的时间。

- 5) Encourage your child to work harder; this will help them to become ever more dedicated to their academic and personal improvement. As a result they will develop a mindset of growth within them. Parents should not focus solely on children's scores; try to find areas to encourage even at times when their academic progress seems to have slowed down. Unnecessary pressure at such times can often worsen the problem, you should try to create moments of fun and relaxation at times when your child may be suffering from stress.

鼓励孩子的努力、付出和成长型思维，而不是只关注于分数。即使孩子学业成绩不够理想，更要关心和支持孩子。善于观察，在孩子有压力时，能够疏导孩子并引导孩子运用科学面对压力的思维和方法。

- 6) You should be aware of your own emotions, and be able to find solutions to adjust your own negative emotions. You need to create an atmosphere of positivity and harmony in the family environment. When encouraging your child to engage with emotional self-awareness it is important that you also exhibit this quality.

对自己的情绪有觉察力和控制力，能够找到方法转换自己的负面情绪。创造良好积极的家庭气氛。当产生冲突时，先从自己身上找原因。

- 7) Understand the importance of habits. Do not simply criticise your child. Instead, try to move focus in these issues to positive aspects and gradually teach them to develop better habits.

认识到习惯的重要性。不简单除暴地批评孩子，而是把事情往良性积极的方面推进，并逐渐建设孩子的好习惯。



Part 8 Qs School Code of Conduct (Offline Class)

Qs School 学生守则 (线下课堂)

Students have a responsibility to:

- Behave with courtesy and consideration of others. Violence, bullying, verbal intimidation, inappropriate language and offensive behaviour are not acceptable.
- Behave in a safe manner and show respect for learning environments. Avoid running in the building, shouting or screaming, and throwing balls or any other objects.
- Take responsibility for their own learning, work consistently and complete tasks as required.
- Not play electronic games and not use mobile phones during the class or break.
- Be punctual and regular in attendance.
- Respect the school environment by putting rubbish in bins or taking it home.
- Not bring to school any food with nuts or share foods with others. Avoid bringing food with strong odours to school. Avoid eating food in class time.
- Respect school property and the property of staff and other students.
- Not leave school and/or go home alone without parents' consent or to go outside school for shopping or wandering or any other purposes. A written notice to school must be provided if you need to leave school early.



- Not bring expensive items to school. The school cannot be held responsible for loss or damage to any personal item. Do not bring any hazardous object to school.

To ensure that this Code of Conduct is understood by every student in our Qs School community, we have implemented the following acronym, which is easy to remember.

H **humility:** being humble and respectful of our environment.

E **effort:** working hard

A **acceptance:** self-awareness

R **reflection:** thinking about what we believe and how we learn with others



Qs School Code of Conduct (Online Class)

Qs School 学生守则 (线上课堂)

Students have a responsibility to:

1. Qs School Zoom classes are to be treated as a normal classroom lesson in any Qs School campus. For this reason and a way of focusing our minds, always be dressed as if you were going to a campus classroom. Do not stay in your pyjamas as it will alter your focus and learning mindset.
2. It is preferred that children DO NOT work in their bedrooms unless they set up a virtual background. An open, common area as in a study, lounge or kitchen is advisable
3. Choose a quiet place in the house to enter the Zoom class. Be aware of background noise and other possible distractions to your learning.
4. To further enhance your online classroom experience, we ask that all students turn on their cameras so that your face is visible, to allow teachers to engage better with you. We understand that there may be reasons for this not to occur and we ask you negotiate best practice with your classroom teacher. Keep in mind it is the proper way to show respect to your classroom teacher.
5. Ensure your behaviour and attitude is of the expected standard of any Qs student. Teachers may use their discretion to remove you from the class if you choose to act outside these expectations after 3 warnings.



6. Correct behaviour and language is to be used and always respect the rights of other students to learn and to listen.
7. Remain focused and listen during the class
8. Log into the class 5 minutes before the start time to ensure your sound and video functions are working.
9. Have all materials readily available 5 minutes BEFORE your class commences
10. The 'Chat' is only for communication with your teacher and NOT other students
11. Remain in the same Zoom class in which you have been allocated. Do not change classes unless directed to do so by the Qs Campus Office staff.
12. Be in attendance each week.
13. Ensure you have completed your Homework and Pre-Study tasks prior to your lesson.
14. Submit all writing tasks prior to the due date to give your teacher more time to correct and provide valuable feedback.



Part 9 Make-up Class policy 临时补课政策

In order to maintain our high-level teaching quality at Qs School Box Hill Campus, Each student is entitled to a one-off make-up class per Qs school term, which has to be done within one week.

Approval of application for make-up is subject to the availability of make-up class seating. Qs will make its best effort to accommodate such a request, but there is no guarantee on the success of the application.

No make-up class should be taken on a different campus.

Deadline – an application for make-up class needs to be lodged at least 48-hours before the normal class begins (if the date of the make-up class is earlier than the normal class, then the application needs to be made 48 hours before the make-up class begins). Qs Administration Team will reply to your application as early as possible during the Qs business hours.

对于由于某种原因缺课的学生，限于每学期一次(一周内课程)，可以申请到相同教学周内其它时间的对应班级补课。补课申请通过网上 E-form 进行。

Qs 不能保证“补课申请”肯定能被接受，这主要取决于目标班级的人数。

补课申请需要在原班级上课日期前（如果补课日期在原班级上课日期之前，以补课时间）提前工作时间 48 小时提出，Qs 会在工作时间内尽快回复申请。

为了不影响 Qs 的正常教学秩序，补课不能跨校区进行。

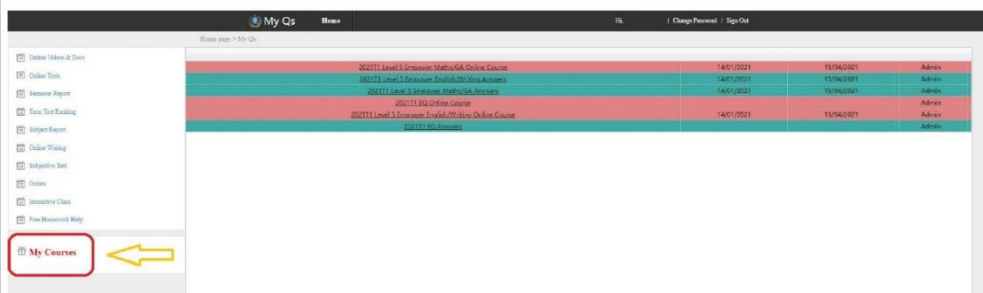
	Qs School Make Up Class (20210311) PARENTS/STUDENT GUIDE
Overview	This document provides specific guidelines about Qs School Class Make-up process.
[Step 1] How to login to Qs School	<div><div>1</div>Go to Online School website at https://www.qsschool.com.au/ (Always log into Qs Online School from Qs School Homepage)</div> <div><div>2</div>Click on "Online learning" and then click on "login"</div>

**[Step 2]**

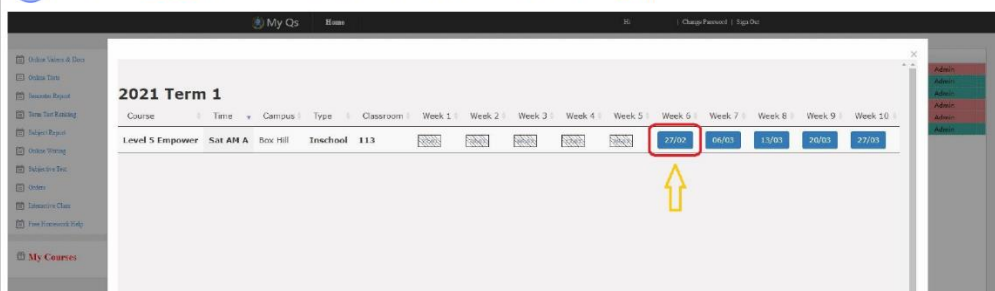
How to access your
Qs "Make Up
Class" ?

如何通过您的 Qs 网校
账户进入 "Make Up
Class" 页面?

1 After logging in, you can click "My Courses" in the left side menu. / 点击左侧菜单 "My Courses" 。



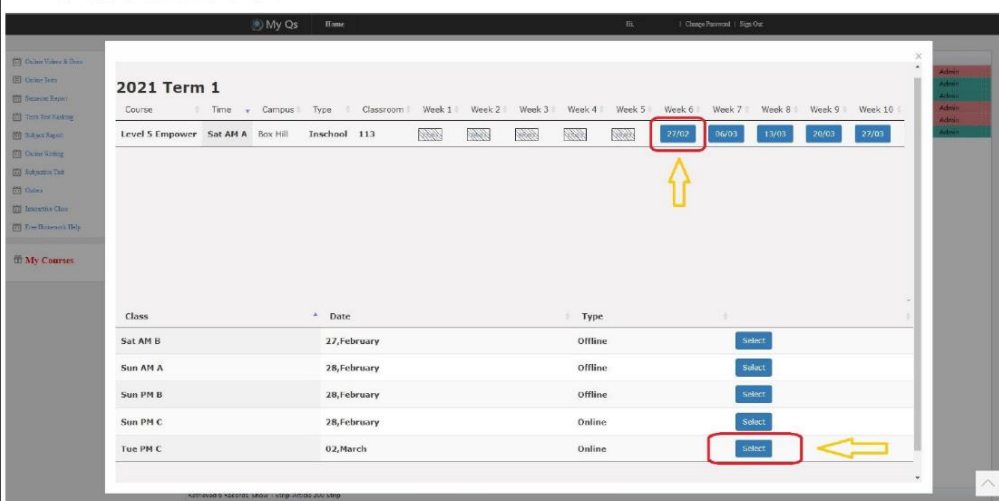
2 Click the **Date** you want to make a change. / 点击需要换课的日期。

**[Step 3]**

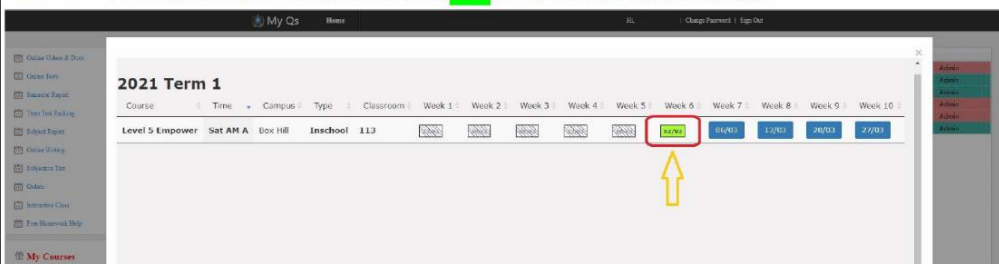
How to select a
Make-up Class?

如何选择补课时间?

1 You may choose the Class time by clicking on the blue button "Select". / 您可以点击蓝色按钮 "Select" 来选择您希望换课的时间。



2 Once you made the change successfully, the date button will turn to **Green** and update to the selected date / 当您换课成功后, 日期按钮将更新为绿色并显示为您所选择的换课日期。



[Step 4]

How to join the Make Up Class?

如何进入补课课堂?

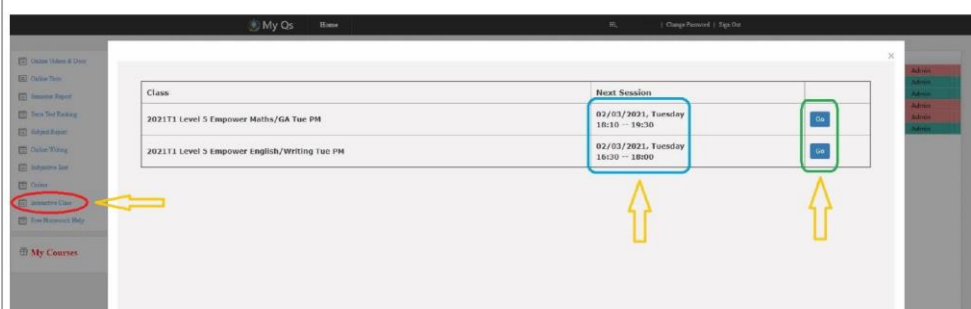
How to join the Offline Make Up Class ? 如何进入线下补课课堂 ?

Please go to the following web page to confirm the course time on the day of your make-up course and arrive at school campus on time. / 请进入下方链接页面, 确认您补课当天的课程时间, 按时到校上课:

【 WWW.QSSCHOOL.COM.AU → "COURSE" 】

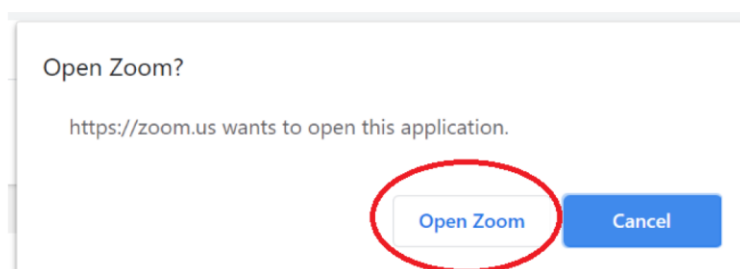
How to join the Online Make Up Class ? 如何进入线上补课课堂 ?

1 Click "Interactive Class" in the left side menu, the pop up screen will show your Make Up class details: Blue rectangle shows the Date & Time of each subject. / 点击左侧菜单 "Interactive Class", 弹出屏幕将显示您的补课信息: 蓝色长方形里显示的是每门课的上课日期和时间。



2 Click blue button "Go" to access your online interactive class. Then Click "Open Zoom" in the pop-up windows / 点击蓝色按钮 "Go" 进入互动课堂, 弹出窗口再点击 "Open Zoom" 。

Please make sure login 5 mins before the class start.



(For the related functions of the Qs Online School that may be involved during the online class, please visit this link for detailed instructions / 关于线上课堂中, 可能涉及到的在线网校的相关功能, 请浏览此链接查看详细指引: <https://www.qsschool.net.au/qs-learning-tools>)

**[Step 5]**

How can you
cancel or
change your
Make Up Class?

如何取消或更改您的换
课?

Click the **Green** Date button, will Pop up the Cancellation page. Click **"Yes"** button, your Make Up Class will be cancelled and the class date button will change back to **Blue**. / 点击**绿色**日期按钮, 将弹出取消页面, 当您确认并选择 **"Yes"** 后, 原日期按钮将变回蓝色。

The top screenshot shows the '2021 Term 1' calendar interface. A date button for Week 5 is highlighted in green. A yellow arrow points to this button. A 'Warning' dialog box is displayed in the center, asking 'Do you want to cancel this make up?'. The dialog box has 'No' and 'Yes' buttons. A yellow arrow points to the 'Yes' button.

The bottom screenshot shows the same '2021 Term 1' calendar interface. The date button for Week 5 is now highlighted in blue. A yellow arrow points to this button.



Part 10 Permanent Class Swap Policy

永久换课政策

In order to maintain our high-level teaching quality at Qs School Box Hill Campus, each student is entitled to a one-off class switch per term, which has to be done before the end of the first three weeks of that term.

You can also switch classes when you enrol for next term at the reception.

Approval of application for a class switch is subject to the availability of class switch seating. Qs will make its best effort to accommodate such request, but there is no guarantee for the success of the application.

Please submit your application at least one week prior to the normal class time.

Given Qs teaching arrangements and results, no class switch is allowed two weeks after the term starts.

No class switch should be taken on a different campus.

The student will receive a call informing them whether their application is successful or not. If their application is accepted, they can attend the new class. Otherwise, we suggest you enrol your child as early as possible so that they can attend your preferred class next term.

对于由于某种原因，需要永久转班（仅限同年级换上课时间）的学生，每人有一次机会在学期开学前两周同年级调班。一旦缴费，永久转班申请必须通过网上 E-form 进行。

您也可以在为下学期缴费时告知前台工作人员孩子下学期想上的班级。

Qs 将尽力满足您的转班申请，但是不能保证 “永久转班申请” 肯定能被接受，这主要取决于目标班级的人数。

请至少提前一周在网上提出转班申请。 我们的工作人员会尽快回复。

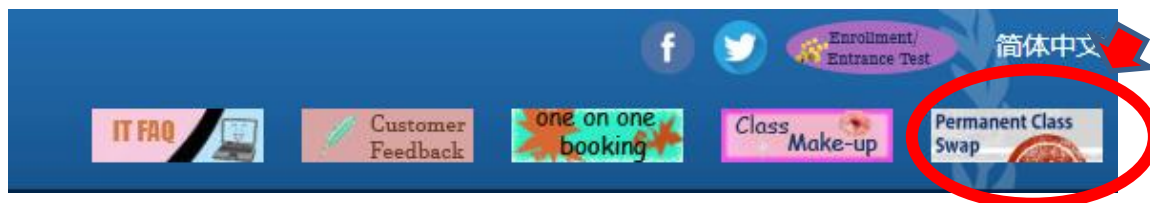
为了不影响 Qs 的正常教学秩序，每学期开学 3 周后将无法办理转班。

跨校区无法转班。

提交申请之后，您将收到行政老师的回复电话。如果您转班成功，您将顺利进入新班级上课。如果没有成功转班，我们建议您下学期尽早报名，下学期转班。

How to apply for a same-level permanent class switch?

- Please visit Qs school official website at www.qsschool.com.au.
- Click on “**Permanent Class Swap**” Button on the top right of the website.



- Fill in the class switch application form step by step and submit it online.

A screenshot of the 'Permanent Class Swap' application form. The form is titled 'Campus/校区' (Campus/Zone) and includes a warning message: 'Sorry, currently only Qs Box Hill Campus opens online booking. Please contact 9572 1205 to book Caulfield Mack up class, 9546 2468 to book Springvale Make up class.' The form fields include: 'Boxhill' (dropdown menu), 'Student Name/学生姓名: *' (text input), 'Student ID/学号: *' (text input), 'Mobile / 家长手机 *' (text input), and 'Email/邮箱 *' (text input). A note below the email field states: 'Please check the email address. The make-up confirmation will be sent to this email address./ 请仔细检查您的邮箱地址。补课申请确认信会发送至此邮箱中。'

- You will receive a notice of successful submission automatically if your submission is successful.
- We will contact you with the result of your application for the same-level class switch.
- The student whose name is not on the class roll is not allowed to attend the new class.

Contact us

WeChat →



Phone:

Office: 03 9898 6048

Admin 1: 04 80269382 Admin 2: 04 80264930



Part 11

Qs School Box Hill 2021 Term 2

Enrolment and Tuition Fee Policy

March 2021

Dear students and parents,

Qs School Box Hill endeavours to continue improving the coaching quality and provide better value to students and Parents. Facing to the COVID-19 problem, based on our very strong IT development in the past years and hard work from all the teachers and staff, Qs School has been enabled for making the best possible supports to our students. We thank you for the very positive feedback.

In this term, Qs School will provide **In-classroom study** and **Online class**. However, if the coronavirus situation getting worse again, to protect everyone's health, we will move all In-classroom classes back to online.

Meanwhile with the school commitment for quality operation, we require the students also commit to the study effectively. Qs School Box Hill has set up the following enrolment and tuition fee policy for this term. Please read it carefully before your enrolment.

1. To encourage students to obtain the best possible results during their study at Qs School Box Hill, a full-term enrolment is required for all main courses and programs this term.

2. Families need to carefully choose between "online study" or "offline in-campus study". Students can swap between online study and offline in-campus study within the first two weeks of this term, only if there is a position available.

3. For offline in-campus students, please follow Box Hill campus health and safety arrangements.

If a cough, fever or flu like symptom occurred, the student must not come to the campus. Please use the Class-Swap function to transfer to an online class in the same week and same level temperately. Those students please follow the government guide line, and may need to conduct Covid-19 tests before come back to the in-campus class with negative test results.

4. As the limited positions available on both online and in-campus classes, once students enrolled, no early withdraw, no credit, no refund will be considered.

5. Current student priority: Next term enrolment opens to current Qs School Box Hill students one week earlier than the public to ensure a priority position. Due to the limited positions available, we cannot guarantee positions to every existing students. We strongly suggest you do the enrolment immediately.

6. Early-bird discount: 5% will be applied if the student is enrolled at least one full-term course and the payment is made in during the discount period.



- 7.** Sibling discount: 5% extra discount will be applied to the second sibling and onwards from the same family when they enrol together at the same time. This discount is for Full Term On-Time discount students only. The discount is applied to the lower fee students only. The enrolments must be made together and the payment must be made by the on-time discount due date.
- 8.** Any discount applies to tuition fees only, not for textbooks and teaching materials. All discounts apply to a full package of Empower, Elite course and/or a program, not for one or more single subject(s). Neither for study in different Levels.
- 9.** In a very special circumstance, such as hospitalization or disability that prevent a student from continuing his/her study at Qs School Box Hill, notification through official evidences and a written application to Qs School Box Hill may allow us to provide compensation from a special fund. But this will not be guaranteed. A \$55 administration fee will also be charged.
- 10.** For students who would like to enrol a main course for less than a full term or want to try a lesson, we recommend you to try at other campuses of Qs School. These are Caulfield, Monash City (Springvale), Point Cook, Knox City, Yarra Valley (Ringwood) and Bayside (Cheltenham).
- 11.** For health and safety, we prefer every family use contactless National Australia Bank online payment through our online school student portal. All bank cards with Visa or Mastercard symbols will be accepted. Qs School Box Hill will temperately wave the bank charges for 2020 Term 2 payments.

Please read this policy carefully. By completing your enrolment and payment, you have fully understood and agreed to the above policies.

Qs School Box Hill reserves the right to explain the terms of these policies.

Yours faithfully,

Management Team

Qs School Box Hill



2021 年第二学期 Qs School Box Hill 报名和学费政策

(中文翻译 - 内容以英文原文为准)

2021 年 3月

亲爱的学生和家长们：

Qs School Box Hill 一直致力于提升教学质量和给学生和家长提供更好价值的服务。

面对 COVID-19 疫情，得益于我们过去几年在科技上不断的创新和投入，及全体老师及工作人员的辛勤付出，Qs School 在疫情下为学生提供了全面有效的线上课程，我们收到了广大家长的非常正面的反馈。对此，我们表示感谢，同时也感谢各位家长对孩子们成长上的付出。

为学生提供健康的学习环境一直是我们首要的目标，我们将在本学期提供“在线”课程和“回校区学习”课程，以满足不同家庭的愿望。但是，如果冠状病毒情况再次恶化，我们将把所有“线下”班级重新上线。

在学校承诺提供优质的培训的同时，我们也要求学生作出有效学习的承诺。为此我们制定了本学期报名及学费政策。请在注册及缴费前仔细阅读。

1. 为鼓励学生在 Qs School Box Hill 学习期间获得最佳成绩，本学期的所有主体课程都需要整学期报名。
2. 在报名时，家庭需要在“在线学习”或“回校区学习”之间作出谨慎选择。在有空位的前提下，学生在学期开始的前两周可以申请一次调整。
3. 为了保证公共卫生，对于回校区上课的学生，如果出现咳嗽，发烧或类似流感症状等，该学生不得来校区。请使用 Class Swap 功能，在同一星期和同一 Level 申请临时转为线上平行班上课。这类学生需遵循维州卫生部门规定，可能需要进行 Covid-19 测试并获得阴性报告后方可回到校区上课。
4. 由于在线课程和回校区课程都只能提供有限的位置，一旦学生注册缴费，就不能提早退学、也不能记积分、不能退款。
5. 当前 Qs 学生的报名优先权：新学期报名会提前一周 Qs School Box Hill 已在读学生向开放。由于位置有限，我们无法为当前 Qs 学生承诺位置。请尽早注册缴费。
6. 早鸟折扣：如果学生至少报读一门整学期主课，并在折扣期截止之前全额付款，将享受 5% 的折扣。
7. 兄弟姐妹折扣：对于以上按时交费折扣获得者，如果同一家庭另一个或多个子女在同一时间报名 Qs School Box Hill 并在截止日期前付清全部费用者，从第二个孩子起，享受额外的 5% 折扣，这个折扣只能用在较低学费的孩子身上。不同时报名的兄弟姐妹不能享受这一折扣，并且必须在折扣期截止之前付款。



8. 以上所有折扣只针对学费，不针对教科书和其它教学资料。所有折扣只针对报读 Empower, Elite 全部课程以及其它的专项课程，不针对选择一个或多个单科学习或不同 Level 的课程。
9. 对于极其特殊理由，比如住医院，残疾而无法继续在 Qs 的学习，请向 Qs School Box Hill 管理层提出书面申请并附有有效证明文件。管理层审议后可能会提请基金给予适当补贴。请注意这个补贴不能保证、通常也与所交学费不等值。校区对批准的退费收取\$55 手续费。
10. 对于想参加 Qs School 培训，但无法承诺全学期学习的学生或想试课的学生，我们建议与 Qs School 的其它校区 Caulfield、Monash City (Springvale)、Point Cook、Knox City、Yarra Valley (Ringwood) 或 Bayside (Cheltenham) 联系，他们可能在部分年级有少量位置可以满足不同学生的要求。
11. 鉴于健康和安全考虑，我们建议大家使用 National Australia Bank 的网上支付系统，家长可以用任何带有 VISA 或 Master Card 标记的银行卡直接通过学生端付款。2021 年 Term 2 网上支付的家长无需付银行手续费，手续费用由 Qs School Box Hill 承担。

请仔细阅读本政策。您的注册和付款完成时，表示您已完全理解并同意本政策。

Qs School Box Hill 保留解释本政策条款的权利。

此致敬礼！

Qs School Box Hill

管理团队



Campuses Information

Box Hill Campus	Caulfield Campus
Business hours Saturday 8:30 am – 5:30 pm Sunday 8:30 am – 5:30 pm Tuesday- Thursday 1:30 pm – 8:30 pm	Business hours Saturday 8:30 am – 5:30 pm Sunday 8:30 am – 5:30 pm Tuesday 14:00 pm – 8:00 pm
Contact Phone: (03) 9898 6048 Email: Boxhill@qsschoolgroup.com.au Address: 18 Ellingworth Parade, Box Hill VIC 3128	Contact Phone: 0411 729 992 Email: Caulfield@qsschoolgroup.com.au Address: 933 Glen Huntly Rd, Caulfield VIC 3162

Monash City Campus	Point Cook Campus
Business hours Wednesday 2:00 pm – 8:00 pm Saturday 9:00 am – 5:30 pm Sunday 9:00 am – 5:30 pm All other days by appointment	Business hours Saturday 1:00 pm – 5:00 pm Sunday 9:30 am – 5:00 pm
Contact Phone: (03) 9546 2468 Email: springevale@qsschoolgroup.com.au Address: 1 Springvale Rd, Springvale VIC 3171	Contact Phone: (03) 9369 8870 Email: pointcook@qsschoolgroup.com.au Address: 6/22-30 Wallace Ave, Point Cook



Knox City Campus	Yarra Valley
Business hours Saturday 10:00 am – 4:30 pm Sunday 10:30 am – 4:30 pm Tuesday 1:30 pm – 6:00 pm Thursday 1:30 pm – 7:00 pm Friday 1:30 pm – 7:00 pm	Business hours Sat: 1:30-4:00pm Sun: 10:00 - 4:00pm
Contact Phone: (03) 9887 3565 Email: Knoxcity@gsschoolgroup.com.au Address: 2C Capital City Blvd, Wantirna South, VIC 3152	Contact Phone: 0480120331 Email: yarravalley@gsschoolgroup.com.au Address: Gate C, Science Building, Yarra Valley Grammar, Kalinda Road, Ringwood, VIC 3134

Bayside Campus	Preston Campus
Contact Phone: (03) 9585 1234 Email: Bayside@gsschoolgroup.com.au Address: 4/350 Charman Road, Cheltenham, VIC 3192	Contact Phone: (04) 80291242 Email: Preston@gsschoolgroup.com.au Address: Building R, Melbourne Polytechnic Preston Campus (Entry from 77-91 St. George Rd), Preston, VIC 3072