Dear Parents,

WELCOME BACK

A warm welcome to the 2015 school year for all our new and existing families, we wish you all a very happy and productive year.

We have started the year with 203 students and I’m looking forward to seeing the great work they will be doing in their classrooms in the coming weeks.

SCHOOL NEWSLETTER

Each Wednesday a school newsletter is published on the school website www.huntly-ps.vic.edu.au. Please make sure you check this important newsletter as it is our main communication channel with parents. We urge you to read it carefully. If you wish a reminder and link emailed to you please complete form attached to this letter. A hard copy of our newsletter is available each week from the school office if you would like a copy, please remind your child to pick one up.

TIQBIZ APP

The school has subscribed to the Tiqbiz App. Tiqbiz is an app for ipad, iphone or android devices and can also be accessed on your Mac or P.C. Computer. Tiqbiz will allow the school to send you instant messages, access to the newsletter and will give you instant access to the school calendar. You will find instructions for logging onto Tiqbiz included with this letter.

NOTES SENT HOME

When notes are sent home from school we have a coloured paper system to help parents to work out what is important, of course everything we send home is important but some require immediate attention.

Notes that need to be read, filled in and returned to school are printed on PINK paper.

Notes that have important information or an urgent message for families are printed on YELLOW paper.

We hope this helps make your busy lives a little easier.

OUTSIDE SCHOOL HOURS CARE

An Information booklet about Outside School Hours Care has been attached to this letter. If you have any further questions please contact the school

PLEASE NOTE PERMANENT BOOKINGS FROM 2014 DO NOT CARRY OVER TO THIS YEAR - Please contact school office to make new bookings.

Craig Burnett, PRINCIPAL
Our school has an app

We are now using an app to send instant messages, newsletters and notices.
The tiqbiz app will help our school keep you fully informed and up-to-date with newsletters, notices, news and events. It's easy to use and also has the benefit of helping reduce our paper consumption by printing less.

Downloading is easy...

**Available on the App Store**
iPhone and iPad. Go to the Apple App Store and search tiqbiz.

**Android App on Google play**
Android smartphone and tablet. Go to Google play and search tiqbiz.

**www.tiqbiz.com**
Windows & Mac computers. Go to www.tiqbiz.com and click on the download button.

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Find and tick our school

1. **Log-in**
   Open tiqbiz and register/log-in.

2. **Find**
   Click the 'Find' icon and type our school name into the search bar. You will now see all of our school boxes.

3. **Tick**
   Click on the grey tick beside our school box and any other boxes that apply to you.

4. **Inbox**
   Click on the inbox icon. This is where you will receive our instant messages, newsletters, notice and calendar events.

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**Tech support**
Tiqbiz support is available 8:30am-5:30pm weekdays.

03 9800 1489  team@tiqbiz.com

After hours: please leave a message to request a call back time that is suitable for you.