



GRACEVILLE STATE SCHOOL  
Established 1928  
23 Acacia Ave, Graceville, Q 4075  
(Location: Cnr Oxley Rd & Acacia Ave)  
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Wednesday 23/11/22

Dear Parents

**Re: Student (Semester 2)Portfolios**

We are writing to you to let you know about a change involving the Student Portfolios which usually get sent home at the end of each semester.

Schools are required to keep all assessment records for our students in accordance with the Records management policy (Retention and disposal schedule), from Education Queensland.

This will mean for teachers that instead of including all assessment evidence and marking guides in the Student portfolios (that have gone home previously), these will be collected and archived at school.

So that parents have an opportunity after the report cards go home, to view the assessment pieces, the teachers will be offering a time and date in the last week of school for you to come to the classroom to view the Semester 2 work.

Student class work or artefacts from everyday activities will be sent home from the class teachers.

Class teachers will communicate the day & time with parents via email.

Kind Regards

Zoe Smith

Principal