

Information Session

School-based Supervisors
Term 3

Acknowledgement of Country



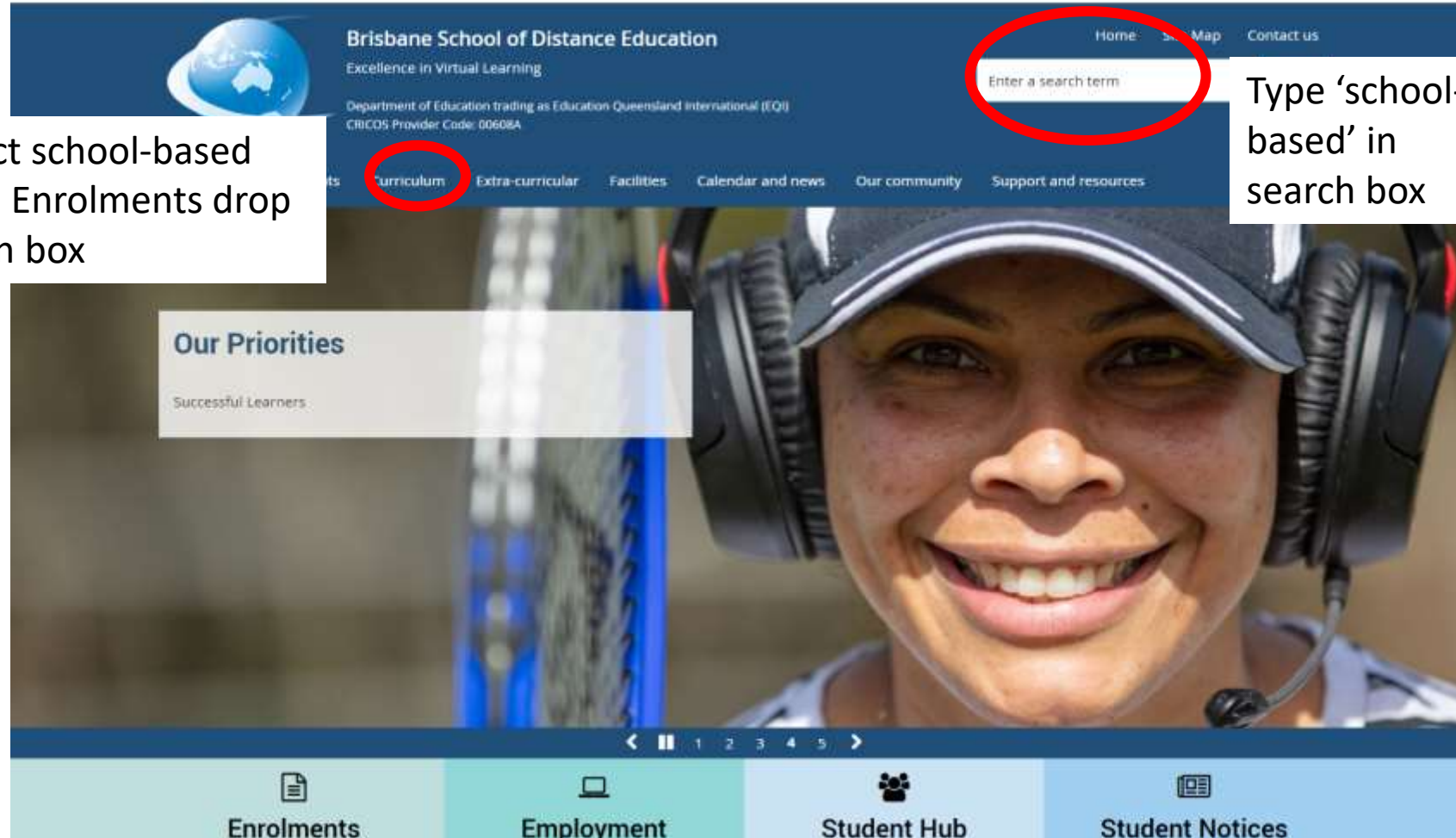
BrisbaneSDE acknowledges the Traditional Owners of the land where we gather today and pay respects to Elders past, and present. We celebrate our First Nations young people and look forward to witnessing their growing leadership in the future. We recognise their connection to Country and their role in maintaining and caring for Country over thousands of years. May their strength and wisdom be with us today.

School-based Team

Role	Name	Contact
Executive Principal	John Brew	Principal@brisbanesde.eq.edu.au
Head of School	Carolyn Burke	cburk33@eq.edu.au
School-based enrolments	Lizzie French (TL) Kim Nicholson	School_Based@brisbanesde.eq.edu.au
Absences officer	Geoff Sporne	absences@brisbanesde.eq.edu.au
Information Technology Support	Paul Grice (TL) Andrew Orchard Alec Bosworth Robert Donaldson	student_IT@brisbanesde.eq.edu.au
Community and Engagement	Vicki Carr (TL) Justine Cann	communityengagement@brisbanesde.eq.edu.au https://brisbanesde.eq.edu.au/our-school/contact-us/contact-form

School website

Select school-based
from Enrolments drop
down box



Or bookmark: <https://brisbanesde.eq.edu.au/enrolments/school-based>

School website

School-based



1

Please ensure the student's parent/carer completes the Online Consent Form or the application cannot proceed.

- [Online consent form](#)

2

Select the link below to commence Unit 3 2025 (only) online application:

- [Online Application.cfm](#)

Please note the following:

1. School Based **enrolments for 2026** will open towards the end of Term 3. Please keep your eye on this webpage for further information.
2. All School-based application queries, should be directed to school_based@brsbansde.eq.edu.au
3. The following link is to the **2025 - Year 11-12 Timetable (only)**

Important:

- [Who can enrol as a school-based student?](#)
- [Essential Information - Year 11 - 12](#)



[Textbooks and Fees](#)

Related Links

[Expectations.cfm](#)

Video outlining important points to remember when enrolling a 'school based' student

[Compass School-based Guide](#)

A quick guide to Compass for School Based Supervisors

2025 Subject Guide

[Year 11/12](#)

[Curriculum outline](#)

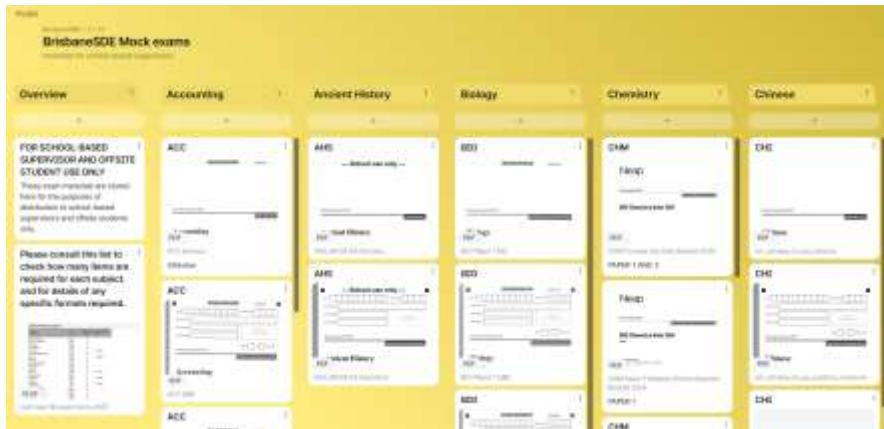
Mock Exams and Block Exams

- Term 3, Weeks 8 and 9
 - Year 12 General classes are being dismissed
 - Year 12 VET classes are running as usual otherwise instructed
- Term 3, Week 10
 - Year 11 General classes are being dismissed
 - Year 11 VET classes are running as usual

Mock Exams Padlet

Use this link to access Mock Exam materials:

- <https://padlet.com/kelle4/brisbanesde-mock-exams-kpl588b5ewp0mdxz>



- Please scan and email completed mock exams back to class teachers by COB, Wednesday 17 September 2025.

External Exams

- Term 4, Weeks 4 to 7
 - Year 12 General classes are being dismissed
 - Year 12 VET classes are running as usual

Other term 3 events

- Term 3 excursion will see some classes dismissed on 17 September and 19 September 2025. Teacher will advise.

Unit 3 Enrolments 2025 - 2026

Subject Code	Subject Title	Requires successful completion of Unit 1&2	Unit 3 commences
ACC	Accounting	Yes	T4 Wk1
AHS	Ancient History	No	T4 Wk4
ART *	Visual Art	Yes	T4 Wk1
BIO	Biology	Yes	T4 Wk1
CHM *	Chemistry	No	T4 Wk1
CHI	Chinese	Yes	T4 Wk1
DES	Design	Yes	T4 Wk1
DIS	Digital Solutions	Yes	T4 Wk1
FRE	French	Yes	T4 Wk1
GEG	Geography	No	T4 Wk1
GER	German	Yes	T4 Wk1
HEA	Health	No	T4 Wk1
JPS	Japanese	Yes	T4 Wk1

Subject Code	Subject Title	Requires successful completion of Unit 1&2	Unit 3 commences
LEG	Legal Studies	No	T4 Wk1
LIT	Literature	No	T3 Wk8
MAM	Mathematical Methods	Yes	T4 W1
MAS	Specialist Mathematics	Yes, and successful completion of MAM U1 and 2	T3W8
MHS	Modern History	No	T4Wk5
MUS *	Music	Yes	T4 Wk1
PHR	Philosophy and Reason	Yes	T4 Wk1
PHY	Physics	No	T4 Wk1
PSY *	Psychology	No	T4 Wk1
SPN	Spanish	Yes	T4 Wk1

- *** Assumed knowledge and skills**
- **Students currently enrolled in Units 1 and 2 will automatically continue their enrolment**

Unit 3 Enrolments – unavailable Term 4

- Dance
- Economics
- All VET subjects
- MUX – Unit 3 starts 2026
- CHX – Unit 3 starts 2026
- We do not offer Cert I or applied subjects to school-based students.

Essential information

- Unit 3 enrolments open next week and close in week 2 Term 4.
- 2026 SB (JS Languages and Unit 1) enrolments open 15 September and close 3 November.
 - From 3 November, home-based students are prioritised.
 - Will consider enrolments in first 18 days of 2026 where there is capacity.
 - 2026 SB enrolments close on 19 February 2026 to allow for processing by day 20.
- All enrolments are processed in order of receipt.

Essential information

- Limited spaces are available.
- Not all classes are on lines 1 and 2 and students must attend our live lessons.
- Schools must consider whether the student can manage the two timetables – limited flexibility with attendance plans.
- BrisbaneSDE considers applications on a case-by-case basis.
 - Dependent on availability and students' current progress.
- Enrolment agreement is between BrisbaneSDE and the base school.

Teams

- BrisbaneSDE uses Teams as its lesson delivery program.
- Instructional documents and videos are available on our website:
<https://brisbanesde.eq.edu.au/support-and-resources/student-resources/microsoft-teams>

Compass



BrisbaneSDE uses Compass as to mark attendance and record results and send bulk emails.

<https://brisbanesde.eq.edu.au/SupportAndResources/FormsAndDocuments/Documents/School%20Events/School%20Based%20Enrolments%20-%20Information%20and%20Handbooks/Handbook%20and%20Subject%20Guides/compass-school-based-guide.pdf>

SB supervisors can check student attendance, results and explain absences in this program.

Enrolments through Enquiry Tracker

Online consent form **MUST** be completed and uploaded when you complete the enquiry tracker application. This is the base school's responsibility.

1 Student ———— 2 Parent/Guardian ———— 3 Documents ———— 4 Signature

Student/s Details

Student First Name *

(As per birth certificate)

Student Last Name *

(As per birth certificate)

Student Preferred Name *

Subject

School Name *

Please select Brisbane School of Distance Education * ▼

Brisbane School of Distance Education

Online Consent Form Signed *

The Base School acknowledges that it is their responsibility to obtain Online Consent prior to submitting an enrolment application.

☐ Yes

Enrolments through Enquiry Tracker


1 Student 2 Parent/Guardian 3 Documents 4 Signature

School-Based Supervisor - Note: Parent/Guardian refers to School-Based Supervisor in this section.

This person will be used as a contact point for the BrisbaneSDE subject teacher.

1st Contact Details

Supervisor Details

Title *	Supervisor Given name/s *	Supervisor Family Name *	Email *
▼	Sample	Sample	
Contact Number *	2nd Phone Contact Number	Position *	
 +61 412 345 678	Work/Home/Mobile	Teacher Aide/Librarian/ Admin Officer/ Teacher etc.	
By providing your email address and/or mobile phone number, you agree to receive messages of both promotional and informational nature. Message frequency varies. Msg & data rates may apply. You can opt out of promotional communications at any time by using the unsubscribe link in our emails and/or by replying STOP to our text messages.			
Please select Supervisor *	Please select Secondary *		
▼	Secondary		
Please select Supervisor	Please select Secondary		

Once enrolment is approved

- School-based Confirmation email
 - Student timetable
 - Helpful links
 - If the student is new and coming from a non-state school, IT department will be sending login information to the nominated supervisor within 24-72 hours
- Compass login
 - Emailed to new schools at time of approval

If enrolment is received during pause period




- SB supervisor will be notified that application is on waiting list
- School given option of remaining on the list or cancelling the application.

If enrolment is not approved

- SB supervisor will be advised of non-approval and reason
 - Subject is at or over capacity
 - Student has not met recommendations for success
 - Student has not completed previous units required
 - Application has been submitted too late for student to complete Unit(s) successfully

For students





Brisbane School of Distance Education
Excellence in Virtual Learning
Department of Education trading as Education Queensland International (EQI)
CRICOS Provider Code: 00608A


[Home](#) [Site Map](#) [Contact us](#)

[Q](#)

[Our school](#) [Enrolments](#) [Curriculum](#) [Extra-curricular](#) [Facilities](#) [Calendar and news](#) [Our community](#) [Support and resources](#)

Our Priorities

Successful Learners



[Enrolments](#) [Click for Student Hub](#) [Student Hub](#) [Student Notices](#)

For students

Support and resources

> Forms and documents

▼ Student resources

- Microsoft Teams
- Student Orientation
- Textbook and resource requirements
- Work rate calendars including VET & ISS

> Parent resources

> Payments

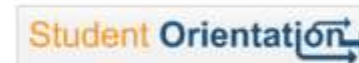
○ QParents

> Students with additional needs



















- Indigenous students
- Guidance Officer
- Wellbeing
- IT support

Student resources (HUB)

Students, whether you are new to BrisbaneSDE or returning, this is the page for you! Links used by students on a regular basis are posted on this page.



Key student links

 Timetable	 Work rate calendars	 QLearn
 IT Support	 Turnitin (Parent Guide)	 Artificial Intelligence
 Student notices	 My email	 Help videos
 Absences	 Microsoft Teams (Log into lessons)	 Textbook & Resources
 NetEtiquette	 ReadCloud	 Watch the tutorial
 BrisbaneSDE Learning	 BrisbaneSDE	 BrisbaneSDE

Print Email

Related links

Student Expectations (P)

What are the expectations?
(YouTube video)

Cybersafety (P)

Everyone needs to know more about Cybersafety. The safety of students is our priority.

Student Guide to Compass

Compass is BrisbaneSDE's attendance management system allowing you to view attendance, class schedule and learning tasks and results.

Student wellbeing

We are committed to supporting the children, young people, staff and families within our learning community to achieve their best possible mental health.



BrisbaneSDE



BrisbaneSDE

