

2024 Premier's reading challenge

School information kit



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ABOUT THE CHALLENGE

The Premier's Reading Challenge (PRC) is an annual state-wide initiative for state and non-state schools and home-educated students up to Year 9, as well as children attending early childhood centres. Since the program's inception in 2006, more than 20 million books have been read, and in 2023, 110,000 school, early childhood and individual readers participated in the challenge reading more than 1.5 million books throughout the PRC reading period.

The challenge is not a competition however it aims to improve literacy and encourage children to read widely for pleasure and learning. Students can participate in the challenge within their school or as individual readers (home-educated students or students whose schools are not participating in the program).

For a student to successfully complete the challenge they must read or experience the allocated number of books for their year level during the reading period. Students who complete the challenge have their efforts recognised through the receipt of a Certificate of Achievement.

Why read?

Literacy skills are vital to ensuring children have the best chance to succeed in their schooling and life. The PRC is an opportunity for students to be enthusiastic about reading, writing, authors and illustrators. Reading a variety of books builds vocabulary and knowledge, improves spelling and comprehension, can improve confidence and is also a great way to relax.

Key dates

Date	Activity
22 April 2024	Registration opens for schools via the PRC online database
7 May 2024	Reading period commences for Prep – Year 9 students
23 August 2024	Reading period finishes for Prep – Year 9 students Student reader record forms submitted to schools
26 August – 6 September 2024	Student reading achievements to be entered into the PRC online database
6 September 2024	All reading data must be finalised in the database Certificate of Participation available to download
Early October 2024	Certificates of Achievement mailed to schools
October 2024	PRC Celebration Weeks

Book lists

While there is no compulsory reading list for the challenge, book lists have been developed by teacher librarians in conjunction with the Department of Education's (DoE) State Schools – Curriculum branch, to help students, teachers, parents and guardians select age appropriate reading material. The book lists are available on the [PRC website](#) and have been divided into year level groups, or by language.

Students are encouraged to select a range of fiction and non-fiction books suited to their reading ability. Students are welcome to read books from previous years' book lists and from lists for other year levels.

Book titles are also available in Chinese, French, German, Indonesian, Italian and Japanese. Students learning languages from Prep (or students with a family background in a language other than English) can choose to read or experience any books in additional languages to English as part of the challenge. Books in additional languages are not in year-level groups.

Language teachers will be able to make decisions about appropriate books for students at their schools based on their understanding of students' level of language learning and their interests.

Reading requirements

To successfully complete the PRC, students must read or experience the specified number of books indicated in the table below in English or additional languages.

Year level	Number of books
Prep – Year 2	Read or experience 20 books
Years 3 – 4	20 books
Years 5 – 9	15 books

The requirement for Year 5 through to Year 9 students to read 15 books acknowledges that older students are likely to select longer, more complex books that may take them longer to read.

If they have time, students are welcome to read more books than the challenge requirements. All books read will go towards Queensland's total PRC tally, so the more the better! When entering student reader records to the database, you won't need to input book titles, just the total number of books read.

Premier's reading challenge		School reader record form	
Student name: <u>John Smith</u>	Teacher name: <u>Ms Brown</u>		
School: <u>Abercorn State School</u>	Year level: <u>2</u>	Gender: <u>Male</u>	
Book number	Book title	Author	Language (please tick)
1	<u>The Very Hungry Caterpillar</u>	<u>Eric Carle</u>	<input type="checkbox"/> English <input checked="" type="checkbox"/> Other: <u>Japanese</u>
2			<input type="checkbox"/> English <input type="checkbox"/> Other:
3			<input type="checkbox"/> English <input type="checkbox"/> Other:

The following activities can be counted towards the challenge:

- reading independently
- shared reading
- being read to (Prep – Year 2 for books written in English; and all year levels for additional languages).

The following literature forms can be counted towards the challenge:

- printed books
- e-books, virtual books and digital publications
- graphic novels and comic books
- audio and braille books
- newspapers, magazines and recipe books
- books in additional languages (other than English).

Certificates and prizes

Certificates of Achievement will be mailed to schools to arrive in October in time to be presented during the PRC Celebration Weeks. A Certificate of Participation will be available to download from the PRC website to reward participants for their reading achievements if they participated but did not complete the challenge.

Schools with 100% participation and schools that have been part of the challenge since its inception in 2006 will be in the running for lucky draw prizes from PRC program sponsors.

Celebration weeks

Schools are encouraged to celebrate student reading achievements by holding classroom or school celebrations during the PRC Celebration Weeks in October 2024. Schools are encouraged to invite their local Member of Parliament to participate in the presentation of certificates to students.

HOW TO PARTICIPATE

For your school to participate in the challenge please follow the steps below.

<p>Step 1: Select a PRC school coordinator The PRC school coordinator is responsible for overseeing the school's participation in the challenge, registering the school and managing the student data in the PRC database. The school coordinator could be a teacher librarian, head of curriculum, classroom teacher, teacher aide or parent volunteer.</p>	
<p>Step 2: Register your school The school coordinator registers the school to participate via the PRC database. For detailed instructions on how to register see page 6 of this information kit.</p>	April – May 2024
<p>Step 3: Download and distribute the reader record form to students and letter to parents/guardians Download the school reader record form from the PRC website for students to keep track of their reading progress. A principal letter template is also available for your school to distribute to parents/guardians.</p>	
<p>Step 4: Reading period Students to read or experience the allocated number of books for their year level during the reading period. Teachers can determine the length and timing of the reading period that best suits their students. The reading period can take place anytime up until 23 August 2024.</p>	7 May – 23 August 2024
<p>Step 5: Reader record forms returned to schools Completed reader record forms to be returned by students to the teacher or school coordinator.</p>	23 August 2024
<p>Step 6: Submit student achievements and preview certificates School coordinator to enter student details and the number of books read into the PRC database, and preview the Certificates of Achievement to complete the challenge.</p>	Database cut off 6 September 2024
<p>Step 7: Plan school reading celebrations Schools are encouraged to celebrate student reading achievements by holding classroom or school celebrations during the PRC Celebration Weeks in October 2024.</p>	September – October 2024
<p>Step 8: Celebrate reading achievements Certificates of Achievement will be distributed to schools in October in time to be presented to students during PRC Celebration Weeks.</p>	October 2024

TIPS FOR SCHOOL PARTICIPATION

Encouraging students to read

Parents, guardians, teachers, aides, siblings, student buddies and classmates play an important role in encouraging students to develop a love of reading. Some ideas to consider are:

- make time to read each day – ensure this time is fun and exciting
- suggest books, authors or themes your students may enjoy
- retell stories that you have enjoyed
- ask students to make book recommendations to others in class
- for students with language backgrounds other than English, encourage them to read books in their background language/s. Language book lists are available on our [Book lists page](#).

Your local public library may have books available in additional languages and/or may be able to source books in additional languages to meet the needs of your community. The [Brisbane School of Distance Education's library](#) may also be able to assist with loans of books on the additional languages book lists.

Encouraging students to participate in the challenge

Promote the challenge within your school

- Distribute the letter available from the PRC website to parents/guardians with the reader record form.
- Place a list or display books from the PRC book list in the library.
- Create displays of favourite books, authors, series, genres in the library and classrooms.
- Share stories of student reading success in assembly and school newsletter.
- Download and print the bookmark from the PRC website for students.
- Include a link to the PRC book lists on the school website to assist parents/guardians.

Schedule PRC events

- Invite an author, athlete, staff member, politician or parents/guardians to school assembly to speak about their favourite book.
- Organise a student book swap party – children bring a book and select a book from the swap table.
- Schools without an early years' language program could invite the Years 5 and 6 language teacher or students to read to classes in the target language offered at the school.

Student competitions and prizes

While the PRC is not a competition, some schools may wish to run whole school, year level, class or individual student competitions. Some ideas include:

- first student, class or year level to complete challenge
- best alternative cover for a book
- best book review – best in each year level, class or school
- best alternative blurb written in one, two or three sentences
- in-class author biographies, book reviews/presentations – peer rated.

Students who complete the challenge will receive a Certificate of Achievement. Additional prizes schools could offer students might include:

- free dress day for winning year level or class
- lunchtime movie (related to a book)
- book-related treasure hunt
- bring your favourite board game to school (for sessions in class/library at lunchtime)
- extra PE/music/library/computing session
- sausage sizzle/class party
- other prizes donated from local businesses.

HOW TO USE THE DATABASE

Step 1: Registration	page 6
Step 2: Entering a class	page 8
Step 3: Delegate a class to a teacher	page 9
Step 4: Update class participation	page 10
Step 5: Completing the challenge	page 11
How to 'undo completion'	page 14
How to change your details or password	page 14

HOW TO REGISTER AND USE THE DATABASE

Follow the steps below to register your school to participate in this year's challenge.

Step 1: Registration

1. Open the PRC database - <http://prc.median.com.au>.
2. Click the 'Register' button on the PRC database home page.

2024 Premier's Reading Challenge

The Premier's Reading Challenge is an annual statewide initiative for state and non-state schools and home-educated students up to Year 9, and children enrolled in an early childhood centre or program.

The challenge is not a competition but aims to improve literacy and encourage children to read widely for pleasure and learning. Children and students can participate in the challenge within their school, early childhood centre or as individual readers (home-educated students or students whose schools are not participating in the program).

For Prep — Year 9 students to successfully complete the challenge they must read or experience an allocated number of books based upon their year level during the reading period.

Early childhood centres can participate in an abridged version of the challenge by tallying the total number of book experiences or literary activities over a one week period.

Children and students who complete the challenge will have their efforts recognised through the receipt of a Certificate of Achievement signed by the Premier of Queensland.

For further information visit the Premier's Reading Challenge [website](#).

Key dates

22 April 2024	PRC launch date
7 May 2024	Reading period commences for Prep to Year 9 students
12 - 23 August 2024	Early childhood participation period
17 - 23 August 2024	CBCA Children's Book Week
23 August 2024	Reading period finishes for Prep to Year 9 students. Student reading record forms submitted to schools
6 September 2024	All reading data must be finalised in the database and Certificate of Participation available for download
October 2024	Certificates of Achievement issued
4 - 15 November 2024	Premier's Reading Challenge celebration weeks

Register **Log in**

3. Click on the 'School' button. A school registration is for a school group or class whose participation is managed by a PRC school coordinator on behalf of a school.

Children and students can participate in the challenge within their school, early childhood centre or as an individual reader (home-educated students or students whose schools are not participating in the program). Please select the correct registration type below:

School

A school registration is for Prep – Year 9 students whose participation is managed by a Premier's Reading Challenge school coordinator on behalf of a school.

The [school information kit](#) provides instructions on how to register for the challenge.

Individual reader

An individual reader is a Prep – Year 9 student who is home-educated or whose school is not participating in the Premier's Reading Challenge. Before registering as an individual reader, students attending a Queensland school should ensure that their school is not participating in the challenge.

The [individual reader information kit](#) provides instructions for parents/guardians on how to register for the challenge.

Early childhood centre

A childhood centre registration is for early childhood centres whose participation is managed by a Premier's Reading Challenge coordinator on behalf of a centre.

The [early childhood centre information kit](#) provides instructions on how to register for the challenge.

- Enter your school and PRC coordinator details and click the 'Register' button.
Note: you will get a message if your school has already registered. As there is only one registration per school, please either contact your school administration or the PRC Program Manager to find out who the school's PRC coordinator is.

Queensland Government
Premier's reading challenge
Department of Education

Home Contact PRC Website Register Log in

School contact details
• If your school does not appear, please contact the Program Manager.

School name: Abercorn State School

School postal address 1: 1 Abercorn St

School postal address 2: Abercorn

School postal address 3: QLD

School postcode: 4000

School phone number: 12345678

Coordinator contact details

Coordinating teacher first name: Jane

Coordinating teacher surname: Doe

Coordinating teacher email: teacher@example.com

Coordinating teacher phone: 12345678

Password: Abcd1

Confirm password: Repeat the password

Note: Password must be at least six characters including one uppercase letter, one lower case letter and alphanumeric characters.

Register

- You will receive an email to confirm your registration from 'Premier's Reading Challenge <prc@median.com.au>'. The email will include your login details for the PRC database. Please keep these details as you will need to log back into the database throughout the challenge.
- After you click the 'Register' button you will be taken to your 'School overview' screen.
- If you are a teacher who organises the PRC in multiple schools you can manage all your records under one login. To add an additional school, start typing the name of the school in the text field at the bottom left hand corner of the screen, select your school name from the drop-down menu that appears and then click the 'Add school' button.

To add an additional school, start typing the name of the school in the text field below and select your school name from the drop down menu that appears. Click the 'Add school' button to complete the process.

Abergowrie State School

+ Add school

Step 2: Entering a class

1. To add a class to your school, click on the 'Class list' link in the third column of the school record.



School overview

Show all on one page

School name (prints on certificate)	No. of classes	Class list	Completed date	Cancel challenge	Cancelled date	
Abercorn State School	0	Class list	No Date Available	✖ Cancel	No Date Available	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

2. In the 'Class list' page, select the 'Add class' button in the top right hand corner of the screen.



Abercorn State School - Class List

Show all on one page

Class name	Teacher first name	Teacher surname	Year level	Delegated to	No. of students	No. of students completed	Percentage completed	Students list	Delegate teacher
No record found									

3. Enter all information requested on the 'Class list' screen and press 'Save':

- **Class name:** enter the name of the class, for example: 3A, 3B, 3C.
For a composite class you can create a separate year level entry for each year level in the class. For example: Class 3/4G can be entered as a 3G class and a 4G class.
- **Teacher first name**
- **Teacher surname**
- Select the **Year level** of the class from the drop down list, for example: Year 2.
- **Books read:** use 0 until you complete the challenge
- **Number of students:** total participating
- **Number of students who completed** the challenge and should receive a certificate: use 0 until you complete the challenge

Class name	Teacher first name	Teacher surname	Year level	Delegated to	Books read	No. of students	No. of students completed	Percentage completed	Delegate teacher
<input type="text"/>	<input type="text"/>	<input type="text"/>	Prep		<input type="text"/>	<input type="text"/>	<input type="text"/>		

Step 3: Delegate a class to a teacher

The PRC school coordinator can choose to enter participation for each class or delegate this task to individual class teachers.

1. You can delegate a class to a teacher by clicking the 'Delegate' button at the end of the class record in the right hand column of the 'Class list' screen.

Class name	Teacher first name	Teacher surname	Year level	Delegated to	Books read	No. of students	No. of students completed	Percentage completed	Delegate teacher	
2A	Teacher	One	Year 2	Not Delegated	0	30	0	0%	 Delegate	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

2. Enter the relevant teacher for the class and click the 'Delegate' button. The teacher will receive an email confirmation and their own login once you press the 'Delegate' button.

Delegate teacher to class

Delegate teacher first name

Delegate teacher surname

Delegate teacher email address

3. If you need to change the delegated teacher throughout the challenge, you can click 'Delegate' on the 'Class list' screen and enter the new teacher details.

Step 4: Update class participation

Each participant needs to fill out a [school reader record form](#) throughout the reading period. Once the reading period has concluded on 23 August, students must return the reader record form to their teacher. Teachers or school coordinators can then use these forms to update the PRC database.

1. Click 'View class list' at the top of the page. Update participation by clicking the 'Edit' button on the right-hand side of the class.

Class name	Teacher first name	Teacher surname	Year level	Delegated to	Books read	No. of students	No. of students completed	Percentage completed	Delegate teacher	
2A	Teacher	One	Year 2	Not Delegated	0	30	0	0%	👁️ Delegate	 

2. Enter the total books read and number of students who completed per class then click 'Save'.

Class name	Teacher first name	Teacher surname	Year level	Delegated to	Books read	No. of students	No. of students completed	Percentage completed	Delegate teacher	
<input type="text" value="2A"/>	<input type="text" value="Teacher"/>	<input type="text" value="One"/>	<input type="text" value="Year 2"/>	Not Delegated	<input type="text" value="0"/>	<input type="text" value="30"/>	<input type="text" value="0"/>	0%	👁️ Delegate	 

Class name	Teacher first name	Teacher surname	Year level	Delegated to	Books read	No. of students	No. of students completed	Percentage completed	Delegate teacher	
2A	Teacher	One	Year 2	Not Delegated	500	30	25	83%	👁️ Delegate	 

All Students: 30
Completed Students: 25
Total Books Read: 500

3. Do this for all classes and the school total will appear at the bottom of the page.

Note: based on feedback received last year in regards obtaining consent, we no longer require student names. More information on page 11.

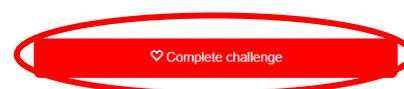
Step 5: Completing the challenge

The database will close at midnight Friday 6 September. Only school coordinators can finalise the database. Once each class's participation has been updated, complete the challenge by clicking on the 'Complete challenge' button below. This is a multi-step process.

1. Click the red 'Complete challenge' button.

Class name	Teacher first name	Teacher surname	Year level	Delegated to	Books read	No. of students	No. of students completed	Percentage completed	Delegate teacher	
2A	Teacher	One	Year 2	Not Delegated	500	30	25	83%	Delegate	Edit Delete

All Students: 30
 Completed Students: 25
 Total Books Read: 500



2. Order certificates

Based on feedback received last year in regards to obtaining consent, we have made changes to how schools and centres participate in 2024.

To ensure the program remains as simple and easy as possible, blank PRC certificates will be professionally printed and sent to schools and centres removing the need for coordinators to collect consent forms and enter individual student information into the database. Coordinators will be provided with a template in the confirmation email to assist with printing names on certificates or teachers may choose to handwrite the names themselves. Alternatively, you can choose to receive generic certificates that do not require the student's name.

You have 2 options when ordering certificates.

Option 1: generic certificates of achievement, where they are all the same and cannot be customised.

Option 2: blank certificates which means you can print student names over the certificate, or you can handwrite them on.

Click 'Order certificates' for a visual.

To complete the Premier's Reading Challenge please follow the steps below:

1. Order Certificates

You have 2 options when ordering certificates.

Option 1: generic certificates of achievement, where they are all the same and cannot be customised.

Option 2: blank certificates which means you can print student names over the certificate, or you can hand write them on.

Click 'Order certificates' for a visual.

2. Complete challenge

Once you have ordered your school's certificates, you must finalise your school's participation by clicking the 'Complete challenge' button below.



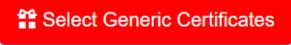
3. Select generic or blank certificates

This year there are different certificates for primary and secondary school students. The database will generate the number of certificates based on data entered and year level.

To see examples of the certificates, click on the blue hyperlinks.

By clicking a red button, you are selecting that certificate type.

Please select 1 certificate option below. This year there are different certificates for primary and secondary school students. The database will generate the number of certificates based on data entered and year level.

<p>1. Generic Certificates</p> <p>The generic certificates will have the text "Congratulations on completing the 2024 Premier's reading challenge!" already written on it.</p> <p>Previews of this are below:</p> <p>Generic Prep – Years 6</p> <p>Generic Years 7-9</p> <p></p>	<p>2. Blank Certificates</p> <p>The blank certificates have nothing written on them, which means you can print student names over them, or handwrite them on.</p> <p>Previews of this are below:</p> <p>Blank Prep – Years 6</p> <p>Blank Years 7-9</p> <p></p>
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4. Submit

Once you have selected the certificate type, the system will tell you which you have selected. You can then click the green 'Complete challenge' button.

To complete the Premier's Reading Challenge please follow the steps below:

<p>1. Order Certificates</p> <p>You have 2 options when ordering certificates.</p> <p>Option 1: generic certificates of achievement, where they are all the same and cannot be customised.</p> <p>Option 2: blank certificates which means you can print student names over the certificate, or you can hand write them on.</p> <p>Click 'Order certificates' for a visual.</p> <p>You have selected generic certificates. If this is incorrect, please press the Order Certificates button again and select the correct certificate type.</p> <p></p>	<p>2. Complete challenge</p> <p>Once you have ordered your school's certificates, you must finalise your school's participation by clicking the 'Complete challenge' button below.</p> <p></p>
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5. Confirm postal address

Check that your postal details are correct (this is where the certificates will be sent) and click on 'Confirm details and submit'. If you wish to change the postal address, go to the 'My Account' page which can be found in the drop down box under 'Hello, *name*' button in the top right hand corner of the screen.

To complete the Premier's Reading Challenge please follow the steps below:

1. Order Certificates

You have 2 options when ordering certificates.

Option 1: generic certificates of achievement, where they are all the same and cannot be customised.

Option 2: blank certificates which means you can print student names over the certificate, or you can hand write them on.

Click 'Order certificates' for a visual.

You have selected generic certificates. If this is incorrect, please press the Order Certificates button again and select the correct certificate type.



2. Complete challenge

Once you have ordered your school's certificates, you must finalise your school's participation by clicking the 'Complete challenge' button below.



Please confirm your postal address details are correct. If you wish to change them, go to the 'My Account' page.

Samford State School
PO Box 854
Samford QLD 4520



The text below will appear and you will also receive a confirmation email stating you have completed the challenge.

Congratulations! You have successfully completed the 2024 Premier's Reading Challenge.

Schools are encouraged to celebrate student reading achievements by presenting certificates during the PRC Celebration Weeks from 4 – 15 November 2024.

For participants who successfully completed the challenge, Certificates of Achievement will be mailed to schools in early October. A Certificate of Participation will be available for download from the PRC website for students who participated but did not complete the challenge.

If you have not received your certificates by 14 October 2024, please contact the program manager via email at reading.challenge@qed.qld.gov.au. Missing certificates will not be reprinted or resent out after this date.

For further information please visit the Premier's Reading Challenge [website](#).

Important: make sure to look out for your confirmation email. If you do not receive one, check your junk mail. If you're still unable to locate it, it is likely you have not completed the process. Log back in and follow the 'complete challenge' prompts.

6. Printing certificates

The confirmation email will provide instructions on how to mail merge your certificates if you've chosen blanks.

How to 'undo completion' – only available prior to database closing

Once you have completed your record in the database and received a confirmation email, we will print certificates as per your order. If you need to update, you can do so as long as it is before the database deadline. Login and click on the blue 'undo completion' button. It will appear where the 'complete challenge' button was. You can then update what you need to.

Make sure to go through the completion process again once you're finished. If your account is not complete by the due date, certificates will not be sent.

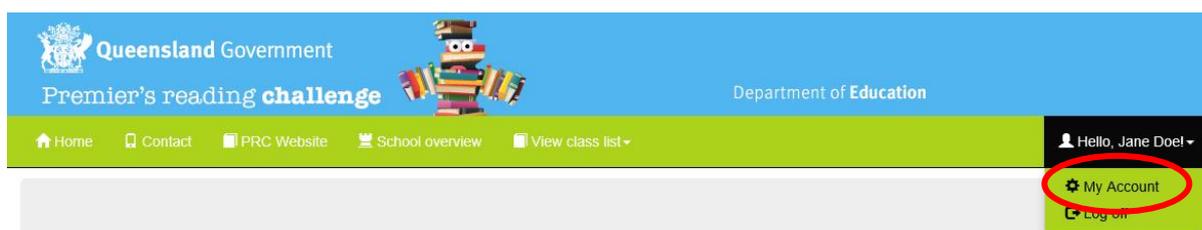
Class name	Teacher first name	Teacher surname	Year level	Delegated to	Books read	No. of students	No. of students completed	Percentage completed	Delegate teacher	
2A	Teacher	One	Year 2	Not Delegated	500	30	25	83%	👁️ Delegate	✎ Edit 🗑️ Delete

All Students: 30
 Completed Students: 25
 Total Books Read: 500



How to change your details or password

If you need to change your details or password click the 'Hello, *name*' button in the top right hand corner of the screen, and select 'My Account'.



Change your password by selecting 'Change' at the bottom of the page.

Or update your details and select 'Save'.

Where to find books and online resources

With more than 300 libraries in Queensland, [locate a library near you](#) and visit their website for opening hours and available resources.

- [Australian Publishers Association](#)
- [Books Create Australia](#)
- [BorrowBox](#)
- [Brisbane City Council Library Services](#)
- [Children and Young People with Disability Australia](#)
- [Dandiiri Library](#)
- [learning@home](#)
- [First 5 Forever](#)
- [National Library of Australia](#)
- [Project Gutenberg](#)
- [Queensland State Schools eBooks Digital Library](#) (for state schools only, log in required)
- [Reading and Writing Disorders](#)
- [State Library of Queensland](#)
- [Story Box Library](#)
- [The Children's Book Council of Australia](#)
- [Tumble Book Library](#)
- [Vision Australia Library](#) – become a member for free.

For an alternate format library provided by the department's Queensland Statewide Vision Impairment Services, email 3140_AFL@eq.edu.au for more information.

Our new book list portal

Our book lists are now more user friendly! Search by themes or authors to help select books your students/children will love. The book lists offer suggestions only, participants can read whatever interests them or have available.

[Take a look!](#)

Book suggestions from other state PRC programs

New South Wales: <https://online.det.nsw.edu.au/prc/booklist/home.html>

South Australia: <https://premiersreadingchallenge.sa.edu.au/book-list/>

Victoria: <https://vprc.eduweb.vic.gov.au/searchbooklist>

FURTHER INFORMATION

Program Manager
Premier's Reading Challenge
Department of Education
PO Box 15033, City East QLD 4002
Phone: (07) 3328 6628
Email: reading.challenge@qed.qld.gov.au