

Hub Toolbox FAQ

How do I access Hub Toolbox?

Hub Toolbox can be accessed by going to hubtoolbox.communityhubs.org.au. Soon there will be a link from the main website, similar to Hub Central.

Is Hub Toolbox password protected like Hub Central?

No, the Hub Toolbox is not password protected.

When does Hub Toolbox go live?

Hub Toolbox is already live and ready for you to use!

Who do I send content ideas to for Hub Toolbox?

Please send any suggestions, ideas or comments to elizabarry@communityhubs.org.au

Is Hub Toolbox replacing Galaxy?

No, Hub Toolbox has a different purpose to Galaxy. Galaxy is a newsletter that CHA sends to you via email, keeping you across information you need to know during the school term. From time to time, this information may include links to the Hub Toolbox so that you can find out further detail on a particular topic.

Do I now complete my Rapid Review online through the Hub Toolbox?

No, Rapid Reviews are completed through SmartyGrants but information on what the Rapid Review is and 'how-to' guides are available on the Hub Toolbox to assist you in completing your Rapid Review.

Does Hub Toolbox have a printable version (PDF) of the questions asked in the Rapid Review?

This is a great suggestion, and it will be uploaded to the site soon.

Are all the forms we need to use in our work on Hub Toolbox so that we can access them and print them off when we need them?

Yes, most forms should be, such as photo release forms or example English forms. If there is a form that you can't find on Hub Toolbox, please let us know and we'll make sure to add it to the site.

Could we place the 2020 Year in Review material on Hub Toolbox as I reference it a lot and like to share it with staff and school families?

Definitely! This is a great suggestion, and it will be uploaded to the site soon.

Is the Australian Early Development Index (for each state) available on Hub Toolbox as I use this a lot in my work?

Another great suggestion – it will be uploaded to the site soon.

Does the 'Communications' section of Hub Toolbox have a copy of the 'community hubs' logo that we can use to place on newsletters and any material we print out for our hub? (High resolution logo would be great)

Another great suggestion, check back on Hub Toolbox soon for this content.

Does Hub Toolbox include a list of organisations I can use to source an English teacher for my hub?

As service organisations can change so rapidly, please see your support coordinator for up-to-date information on organisations in your community.

Is there a section on Hub Toolbox where we can download the service organisations in our community? (It would be great to have these broken down by state).

As with sourcing English teachers, service organisations can change so rapidly. Please see your support coordinator for up-to-date information on organisations in your community.

Is there somewhere on Hub Toolbox that tells me, as a hub leader, what pay rates I should use to pay English tutors in my hub?

The decision on pay rates for English tutors sits with your school so please discuss with your school leadership team. .