



**Eastbourne
Primary School**
Celebrates Success

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COMPASS COMMUNICATION SYSTEM

30th August 2018

Dear Parents/Guardians,

The Compass Parent Portal is an integrated, online portal that allows you to access up-to-date and meaningful information about our school and your child's progress. The Compass app works on all modern browsers on any device. Compass includes many different features, including the ability to:

- Monitor your child's attendance, and enter an explanation for absence or lateness
- Communicate with your child's teachers
- Update your family contact information
- View your child's timetable and the school calendar
- Monitor your child's homework and assessment tasks
- Download and view your child's Semester Reports and Progress Reports
- Book Parent/Student/Teacher Conferences
- Pay and provide consent for events and school fees

We will be gradually introducing these features at Eastbourne Primary School commencing in Term 4 with monitoring attendances and providing explanations as the first step.

To ensure this begins with minimal issues it is vital we have your contact details up to date. If it has been a while since you have updated any of your personal details (mobile phone number, email address, family home address etc), please contact the office to confirm your details.

LOGGING ONTO COMPASS

To log in you will require your unique family username and password. These details will be provided to you towards the end of this term when all parent details are correct. It will initially be a temporary password that you will be prompted to update to one of your choosing when you login for the first time.

Upon first login, you will be required to confirm your email address and mobile phone number. These details may be used by the school for SMS, password recovery and email communication throughout the year.

With your login details we will also provide step by step instructions on how to download the free Compass app on both Iphone and Android Phones.

Eventually Compass will replace all other forms of communication for parents. It is essentially a one stop shop for parents to receive and send communication.

Any queries regarding this can be directed to the office.

Stephen Wilkinson
Principal