Compass

CATHOLIC EDUCATION
Archdiocese of Canberra & Goulburn

WELCOME TO PARENT PORTAL

The Compass Parent Portal is an online portal that allows you to interact with your child's school and access up-to-date information.

You can now use the Parent log-in module of Compass. Once you have your log-in credentials, you'll be able to:

- Enter absence/consent notes
- Communicate with your child's teacher
- Book parent-teacher conferences
- Receive communication from staff

1

Only people who are supposed to have access to a child's information, will have access. If you have any concerns or questions about this, please contact the school.

2

We'll send you your log-in credentials so you can log into the Parent Portal either through the Compass app (Android & IOS) or desktop.

3

When you log in for the first time using the credentials we send you, you'll be prompted to change your temporary password. Once you've successfully changed your password, you'll be prompted to confirm your contact details in our Compass Portal. This is to make sure that all Compass communications are sent to the correct email address/ phone number.

If you forget your log-in details, you can reset your password through the log-in screen.

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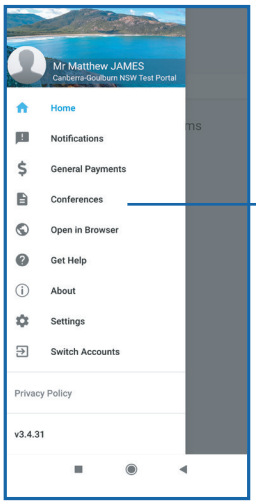
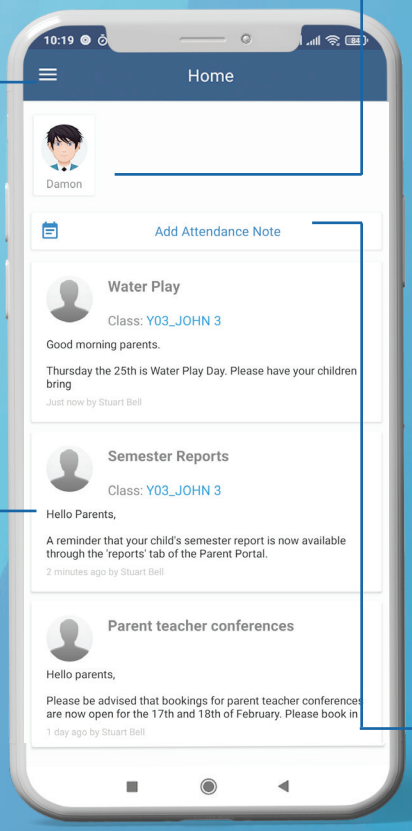
PARENT PORTAL MOBILE APP

Compass Mobile App Menu

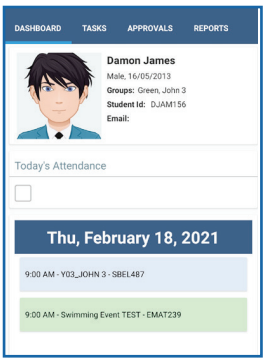
Click the 3 horizontal lines on the top left of your Compass mobile app.





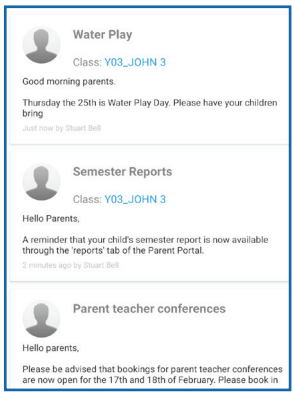
Student Profile

Your child's schedule, daily attendance, previous absences and semester reports.



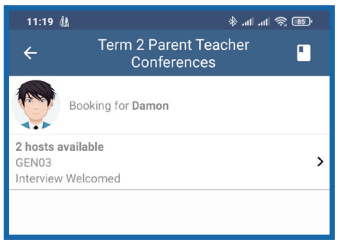
My Notes

Newsfeed items from school and/or teachers. The most recent post, and posts that have been set as Priority items are displayed at the top.



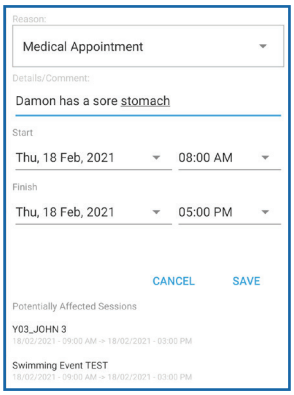
Parent-teacher conferences

See all dates and times that conferences are available for. The calendar allows you to fully manage your booking schedule.



Attendance Notes

Add an attendance note for your child for previous or current unexplained absences, or for a planned absence in the future, all from the home screen.



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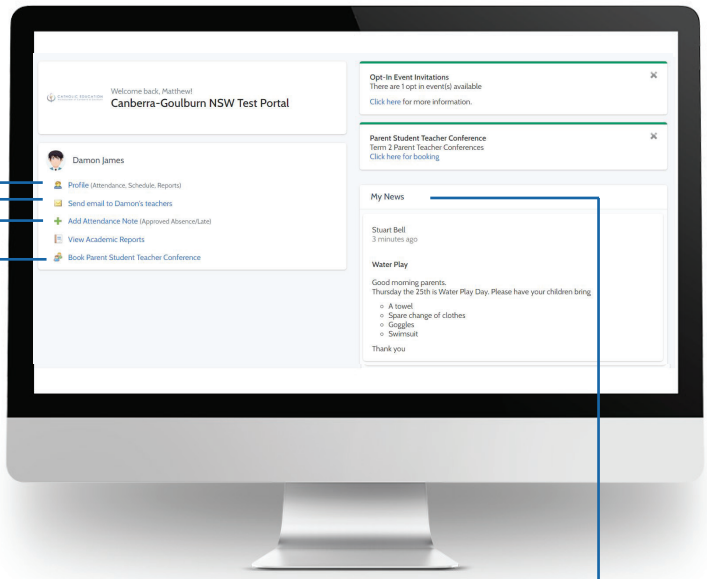
PARENT PORTAL Desktop

Not all functions may be available

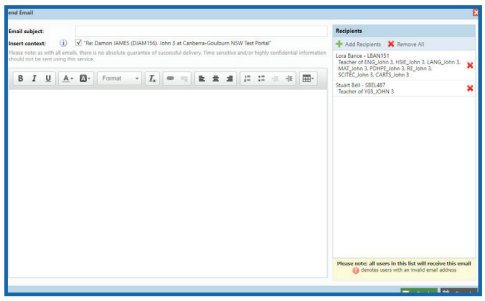
Your child's profile page

Your child's class schedule, daily attendance, previous absences and semester reports.



Communicate with your child's teacher

This will open the email box with all your child's teachers pre-loaded as recipients

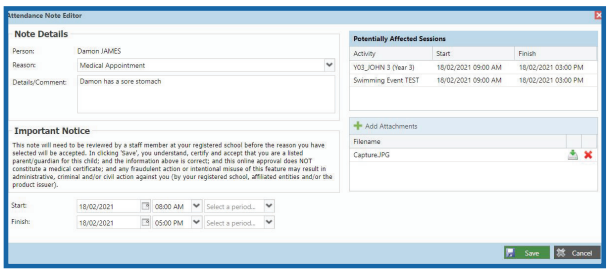


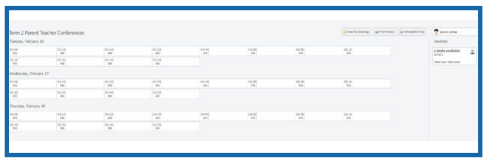
Newsfeed

Newsfeed items from school and/or teachers. The most recent post, or posts that have been set as Priority items, are displayed at the top.

Add an attendance note

Parents may add an attendance note for a child for previous or current unexplained absences, or planned future absences, from the home screen.



Parent-teacher conferences

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