Parent Consent for Events/Excursions via Compass



n 🖌 III 🕰 Ormond Welcome to the Ormond Primary Compass School Portal My News Jse the links listed for each of your children to explore the portal. Rease keep your mobile phone number and email address up to date Tools > Update My Details). The school will use this to contact you egarding attendance, events, news and more. Event Consent/Payment Required There are 2 event(s) awaiting your consent Jack ARMSTRONG Profile (Attendance, Schedule, Reports)
Send email to teachers
+ Add Attendance Note/Approval (Appro Attendance: Attendance Note/Approval Req was recorded as 'not present' or 'late' wit Click here for more information pass Ray - set up in progress Let NOT ACTION UNLIKE PARMER are currently in the process of setting up CompassPay i ments and give consent online for activities and events. Harry ARMSTRONG Year 6 - EIET 14 probabled informatic Year & Parants, ents are <u>not required</u> to bring their bikes for Bike fid this week - The haske.

On you Compass Parent Portal home screen,

<u>Step 1</u> - In your 'Event Consent/ Payment Required 'Notification - click on 'Click here for more information'



This are contains the all the details and requirements of the event/ excursion etc. just as if it was the paper notice.

<u>Step 2</u> -

Enter any additional/current information that may be applicable and the teacher should be aware of. If nothing to add move on to next step.

Step 3 - Part A

Check that all Parent/Guardian contact information is correct and up to date.

<u>Step 3</u> - - Part B

Make any necessary amendments to the Parent/Guardian contact information.

<u>Step 4</u> -

Type in your (Parent/Guardian) name - this is your electronic signature.

Step 5 - Click 'Submit Details'

Please Note

If a payment is required for a specific event/excursion (other than Camps) an extra section will appear on this page for you to enter your credit card details so payment and consent can be processed in one action. Camp payments appear differently so parents have the option of a Payment Plan.