



An application that WPS uses for internal use is Compass School Manager. Some of you may be familiar with it if you have children in Secondary School.

Opening up the Parent Portal component of Compass will also allow parents to do a number of new things.

Parents will be able to send an email to the class teacher, notify the school of an absence (instead of a written note), view school reports and select a time when parent teacher interviews are scheduled.

-  Send email to Ben's teachers
 -  Add Attendance Note/Approval (Approved Absence/Late)
 -  View Academic Reports
 -  Book Parent Teacher Interviews
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Access to Compass is via the internet and via a smartphone application.

Initial access must be through the internet using the web address – [https:// windsorps-vic.compass.education/](https://windsorps-vic.compass.education/)

First time users will need the login and password on the attached sheet. This password will be for the initial login only – once logged in you will be prompted to change your password for future access. Your login details are for a family account, all children you have at WPS are under the one login and password.

Compass School Manager is also available as a smartphone application although not all the web functions are available through this interface.

<https://itunes.apple.com/au/app/compass-school-manager/id778415974?mt=8>

<https://play.google.com/store/apps/details?id=com.jdlf.compass&hl=en>