

Compass School Manager

Compass School Manager is a whole school administration package.

It is used by the College to streamline many school operations, from attendance, communication, event management and student wellbeing.

The College aims for Compass to increasingly become a central portal for communication between the College and yourself.

As a valued Parent of at least one student at Colac Secondary College you will have access to the following features + more to come.

My News

- This will display attendance alerts consisting of *not present or late without approval* for your student.
- This newsfeed module will let you view Newsletters & eCommunications and any other information published by the College

Student Profile

- **Attendance** – This module lets you review your student’s attendance at your own convenience and also provide the College with parent approval for absences.
- **Student Schedule** – This allows you to view your students schedule/timetable and events.
- **Communication** – email your student’s teachers

Organisation / Events

- This allows you to view events assigned to your child/children and will be visible in the schedule.

The future for Compass School Manager

In late 2017 to early 2018, Colac Secondary College plan to roll out new features to Compass School Manager.

As these features become available we will alert parents via their Compass Homepage and the School Newsletter.

These features include:

Permission Forms

- This allows you to manage permission forms for events and other necessary documentation.

Payment

- Approve and pay for upcoming excursions, school fees and other costs.

Reports

- Access students' reports, including past years and assessment feedback.

Parent/Student/Teacher Interviews

- This module allows you to view & book school interviews through compass.

Access and logging into Compass

Compass is a web application and is accessible through a web interface.

Staff, students and parent can use most common web browsers. See below a list of supported and non-supported browsers.

Recommended browsers: - Internet Explorer 11, Google Chrome (latest), Firefox (latest) Apple Safari (latest), Safari on iPad

Not recommended, but supported: - Internet Explorer 9-10, Safari on iPad 1st Gen

Not Supported: - Internet Explorer 8 and below, Any non-current version of Chrome, Firefox or Safari.