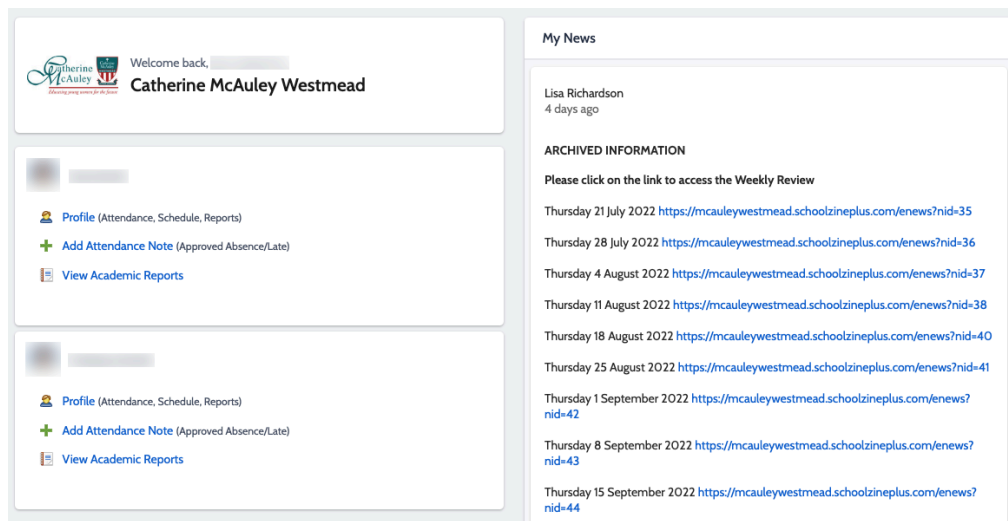


COMPASS PARENT PORTAL

You may notice on your Compass dashboard that a post has been created which has links to archived information. This will be continuously updated throughout the course of Term 4 with any important information that you might wish to access.

This post has been pinned until the end of the school year. We have done this so families don't have to track through emails or previous posts to find important information.



The screenshot shows the Compass Parent Portal dashboard for Catherine McAuley Westmead. It features a welcome message, a user profile section with links for 'Profile (Attendance, Schedule, Reports)', 'Add Attendance Note (Approved Absence/Late)', and 'View Academic Reports'. On the right, there is a 'My News' section titled 'ARCHIVED INFORMATION' with a list of news items dated from July to September 2022, each with a link to the school's news page.

[Tutorial 13 - How to access archived communications](#) will provide you with further information.

A new way to receive and explain your child's 'Unexplained Absences'

The safety and wellbeing of our students is our priority. An important part of the process is to ensure we keep accurate records of student absences from school. From the start of Term 4, we will start emailing unexplained absence letters to parents/carers.

Should your daughter have an unexplained absence(s) you will receive an email containing details of the absence(s) and a link to the Compass Parent Portal to lodge an explanation. The sender of the email will be 'Compass Chronicle' and the title of the email will be 'Not Present/Late: Unexplained' Parent Letter.

This feature is in addition to the SMS that is sent out each day. We strongly encourage families to respond to the SMS or email within 48 hours.

A reminder that more detailed information regarding how to get started and use the portal can be found [here](#), this information is also accessible on the [school website](#). If you do not have access or did not receive your credentials, please contact the ICT Services team on wccictservices@parra.catholic.edu.au.

For further assistance or any technical questions, please email wccictservices@parra.catholic.edu.au and a member of the ICT Services team will be in touch.