



19 May 2021

Dear Parents/Carers,

COMPASS PARENT PORTAL

During 2020 we created more opportunities for parents/carers/students to receive information about the student learning and the life of the College. We implemented Compass with the other schools in the Diocese of Parramatta. Compass is a school platform that assists schools in parent/carer, student and staff communication. Compass is designed to assist schools to improve the home school partnership with more timely and relevant communication.

If you could please access your child's school's Compass Parent Portal. For those who are unaware of the benefits of compass, this platform allows parents/carers to:

- Monitor their child's attendance and enter in explanations for late arrivals or absences.
- Monitor homework, assessment tasks and view outstanding learning tasks.
- Download and view their child's progress and semester reports.
- View 'My News', a news feed of school announcements, alerts, and updates.
- View their child's timetable and the school calendar.
- Access their school documents

Activity	Start	Finish
MATH10B (Mathem...	26/11/2020 08:50 ...	26/11/2020 10:48 ...
BIO10B (Biology)	26/11/2020 01:58 ...	26/11/2020 02:55 ...
ENG10B (English)	27/11/2020 08:50 ...	27/11/2020 10:48 ...
Bounce Inc. Year3	27/11/2020 09:00 ...	27/11/2020 03:30 ...
SPO10B (Sport)	27/11/2020 11:12 ...	27/11/2020 01:10 ...
BIO10B (Biology)	30/11/2020 08:50 ...	30/11/2020 10:48 ...
ENG10B (English)	30/11/2020 11:12 ...	30/11/2020 01:10 ...
MATH10B (Mathem...	30/11/2020 01:58 ...	30/11/2020 02:55 ...
ENG10B (English)	01/12/2020 08:50 ...	01/12/2020 09:47 ...
SPO10B (Sport)	01/12/2020 09:51 ...	01/12/2020 10:48 ...
MATH10B (Mathem...	01/12/2020 11:12 ...	01/12/2020 01:10 ...
SPO10B (Sport)	01/12/2020 01:58 ...	01/12/2020 02:55 ...
SPO10B (Sport)	02/12/2020 09:51 ...	02/12/2020 10:48 ...
BIO10B (Biology)	02/12/2020 11:12 ...	02/12/2020 12:09 ...
MATH10B (Mathem...	03/12/2020 08:50 ...	03/12/2020 10:48 ...
BIO10B (Biology)	03/12/2020 01:58 ...	03/12/2020 02:55 ...
ENG10B (English)	04/12/2020 08:50 ...	04/12/2020 10:48 ...

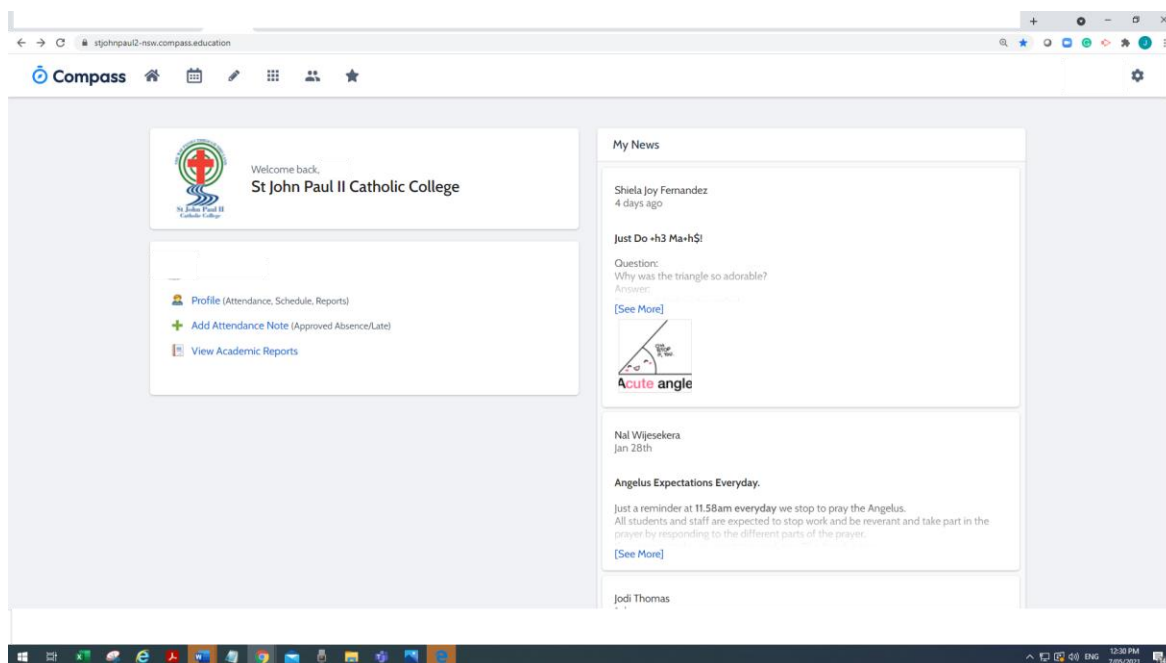
Compass – Attendance Note Editor screen example

The following are reasons that can be used for absences:

- Medical - Illness/Injury
- Medical Appointment
- Travel
- Other Explained Absence (and the must enter details)
- Domestic Necessity
- Natural Disaster.

To gain access to this portal, you must follow the prompts explained below:

1. Login to Compass and connect through the following options:
 - Click the link to access Compass: schools.compass.education
 - Search for our school in the search menu “**St John Paul II Catholic College**”
 - To log in, you will require your unique family username and password. These details will be provided to you by our school.
 - Upon first login, you will be required to change your password and confirm your email address and mobile phone number. These details may be used by our school for SMS, password recovery and email communication throughout the year.
 - When logged in for the first time, you will be requested to change the temporary password to one of your choosing.
 - Update contact information that is being requested (all contact information must be there so that Compass can send personal notification about your child/ren.
 - Note that compass will track to see if your contact information is correct and if it does not match our system, it will request that you contact the school and update it on our system).
2. On the home screen, parents/carers will be able to view their child’s Profile / Add Attendance Data, View Academic Reports and read My News which displays the communication from the staff to the StJP II community.



Compass - student home screen example

For any further guidance or if you are still uncertain with how to use Compass, please contact the college and we will get you in contact with the best people to assist, or press the link to view further information that you may require: <https://www.compass.education/support/parent-faq>

Yours sincerely

J Fanning

Jim Fanning
Principal