

Welcome To Compass 2020

THPS Parent Portal

The THPS Compass Parent Portal is our whole school administration program. It is used by the school to streamline many school operations, including attendance, communication, event management and reporting.

As a parent of a student at THPS, it's important for you to know that **Compass is our only portal for communication** between the school and yourself. Therefore, it is **VITAL** that you are accessing Compass daily, so that you can:

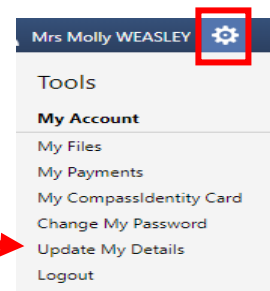
- Monitor your child's ATTENDANCE and enter explanations for absence or lateness
- Update your family CONTACT INFORMATION
- Keep up to date with MESSAGES FROM STAFF, NEWSLETTERS and REMINDERS
- Pay and provide consent for EVENTS

Please read the attached information: *THPS Parents Guide to Compass* and ensure you can log in and understand how to use the different areas of the portal. You will also receive notifications via email or SMS from Compass.

IMPORTANT - Check and Update Your Details In Compass

Once in Compass:

1. Go to the TOOLS MENU
2. Select '**Update My Details**'
3. Check your email address and mobile number are correct
4. Update if needed



Please complete and return the form below and contact the school if you have any questions.



Kind regards,
Trudy Smith – Assistant Principal

✂

ACCESSING COMPASS 2020

Complete details below, tick ✓ the boxes that apply and return to school BY Wednesday 25th March

Parent: _____

Eldest Student: _____ Grade _____

I have successfully logged into Compass, can see my child's profile and use the tools.

I have checked and my email and mobile details are correct in Compass.

I **cannot / do not** log into Compass

I need assistance please

Assistance can be arranged for those parents having access difficulties – please tick this box.
Computers in the Learning Centre with staff assistance will be made available to you.