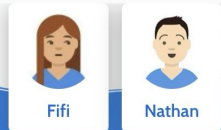


Add Attendance Notes



Select your child to view their profile



When your child is sick, no need to phone the office, simply add an attendance note on your Compass App.

Payments Centre

Did you know that payments can be made through Compass for school fees, events, and voluntary contributions?

[Click here for more information](#)

Parent Student Teacher Conference

You have open conference cycle(s).

[Click here for booking](#)

Latest news

View all

Saved



School Newsletter

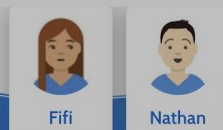
Attachments:



1. Click + Shortcuts on the bottom Navigation bar



Select your child to view their profile



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School Newsletter

Attachments:



2. Click Submit attendance note and select the child that is unwell

Send email

Pay for an event

Submit attendance note

Cancel

Add Attendance Note

Reason

Illness >

Details / Comments

Nathan has been sick so won't be in class today or tomorrow.

3. Select a reason from the drop down list and add details in the text box.

Start Date

23/11/2023 - 08:30 AM

End Date

24/11/2023 - 03:30 PM

Choose the start and end date (this will automatically fill with the start and end of the current school day)

Attachments

Upload Attachment

If you have a doctor's note you can upload an attachment from your device.

Potentially Affected Sessions

Activities

As this Attendance Note is more than 0 day, it will be reviewed by the school prior to approval.

Add Attendance Note

4. Click 'Add Attendance Note' to submit to the school's admin team for review.