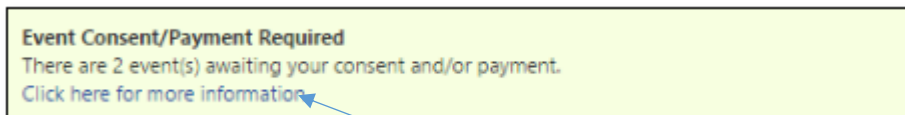
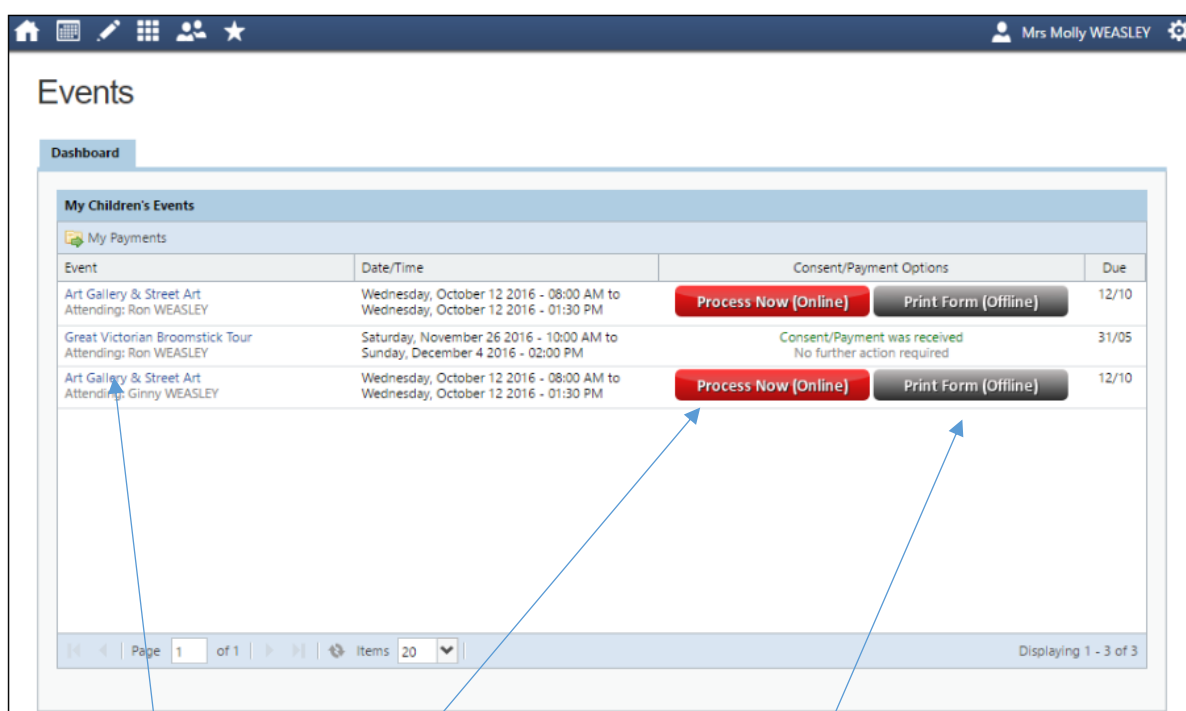


Events

You will receive a notification on your Compass homepage when there is an event that requires your approval and/or payment.



To provide the consent/payment required, click the notification. This will take you to the Events page, where you can see all events that require your consent/payment, and those that are upcoming that you have already consented to/paid for.



The screenshot shows the 'Events' page in the Compass system. The user is Mrs Molly WEASLEY. The page displays a table of events under the heading 'My Children's Events'. The table has columns for Event, Date/Time, Consent/Payment Options, and Due. Three events are listed:

Event	Date/Time	Consent/Payment Options	Due
Art Gallery & Street Art Attending: Ron WEASLEY	Wednesday, October 12 2016 - 08:00 AM to Wednesday, October 12 2016 - 01:30 PM	Process Now (Online) Print Form (Offline)	12/10
Great Victorian Broomstick Tour Attending: Ron WEASLEY	Saturday, November 26 2016 - 10:00 AM to Sunday, December 4 2016 - 02:00 PM	Consent/Payment was received No further action required	31/05
Art Gallery & Street Art Attending: Ginny WEASLEY	Wednesday, October 12 2016 - 08:00 AM to Wednesday, October 12 2016 - 01:30 PM	Process Now (Online) Print Form (Offline)	12/10

At the bottom of the page, there is a pagination control showing 'Page 1 of 1' and 'Items 20'. The status 'Displaying 1 - 3 of 3' is also visible.

From this page

1. You can pay and consent for any events, By clicking the "Process Now (Online)" option, you will be prompted to enter information regarding emergency contact details as well as any updated medical information that is not already on the student's file.
2. Complete the process offline by printing the consent form and handing it in to the school.
3. You can view all information regarding the event by clicking on the blue hyperlink

Please keep in mind that within Compass you cannot consent for an event that has a payment associated with it without also paying for the event. If you need to pay in person at the school you should print out the paper consent form and turn it in with payment to the school.

Once you have clicked the blue hyperlink you will be redirected to the event which includes all details relating to that event –

Event: Taskworks Excursion and Sleepover

[\[Back to Events \]](#)

Event Name:	Taskworks Excursion and Sleepover
Description / Educative Purpose:	<p>Hands on educational activities for primary school students to challenge their body and mind. Students will participate in activities that supplement Critical and Creative Thinking, Design and Technology, Health and PE, Geography and Personal and Social Capabilities. All these promote skills in problem solving, teamwork, communication, leadership and initiative.</p> <p>The total cost for the excursion/Sleepover is \$110 which includes food, transport, use of facilities and all associated activities.</p> <p>I have provided the school with an updated ASCIA / Asthma Action plan.</p> <p>STUDENT UNDERTAKING I understand the EHPS Code of Conduct required during our excursion and sleepover to Taskworks. I shall behave in an appropriate manner and shall observe the rules at Taskworks.</p>
Start:	Monday, August 27 - 02:30 PM
Finish:	Tuesday, August 28 - 03:30 PM
Campus:	Off Campus
Location:	Taskworks, 25 Glenvale Crescent, Mulgrave, 3170
Additional Event Details:	<p>Please note:</p> <ul style="list-style-type: none">- Complete Medical detail- If you wish to use CSEF please contact Katrina or Barb directly.
Dress Code:	Casual dress. No black soled school shoes or thongs.
Transport:	Bus
Consent:	Required
Cost:	\$110.00
Paper consent / payment forms returned to:	Compass
Consent / Payment due by:	08/08/2018

Resources

This folder contains the following:

- Medical Consent Information

Please note always scroll to the bottom of this page and check the Resource Section this may contain additional forms to be completed or additional information, these forms can be printed from here but cannot be completed online

Resources

This folder contains the following:

- Medical Consent Information
- Taskworks Itinerary
- DEECD Medical Information

To return to your Events dashboard just press back to events at the top of the page