



## Compass School Portal

Essex Heights Primary School is committed to improving and facilitating communication between our school and home. As a result we have introduced a web based system that allows families to access up to date information about the school or make a number of tasks easier for families.

The Compass Portal includes many features such as:

- Ease of communication with your child's teachers and vice versa
- The ability to update your family contact details
- Obtaining news feeds about important school information
- Viewing the school calendar and future events
- Approving and paying for school events, excursions, and fees
- Monitoring your child's attendance and entering explanations for absences or lateness
- Downloading and viewing your child's semester reports
- Booking Parent Teacher Interviews

We encourage all families to regularly use the Essex Heights Compass Portal. Compass is accessible on any modern web browser (<https://essexheightsps-vic.compass.education>) or by using the Compass iOS or Android apps.

To log in to Compass you will require your unique family username and password. These details have been provided to you by the school. If you lose your details, please contact the School Office and your username will be confirmed and a new password will be provided.

### **For more information about Compass:**

1. Go to the Essex Heights Primary School website at <http://www.essexheightsps.vic.edu.au>.
2. Then go to the Compass menu or the Compass item in Recent News, both on the home page.  
From both of these locations you can then view:
  - a. the Welcome to Compass parent information booklet, providing functionality details; and
  - b. the Payment Information Guide, providing guided information on consenting and/or paying for activities and events through Compass.

If you have any queries about the use of Compass, please do not hesitate to contact the school.

*George Perini*  
**Principal**