



Newsletter

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November 2nd

From the Principal's Desk....

Compass School Manager

I have sent home a letter informing parents about our move to the compass management system. Please note that TIQBIZ (Flexibuzz) will still be used until the end of 2017 while parents move over to the new system.

Compass is a tool that enhances communication between parents, students and the school. This tool (Compass) is web based, which means that it can be accessed using any internet enabled device. Our Compass allows parents to do things such as:

- Check their student's attendance at school. This includes being able to approve absences.
- Monitor their student's progress at school. Student reports are available online, and parents can see ongoing information on behavioural or other incidents logged by teachers.
- See their student's timetable and any upcoming changes, view bulletin notices and receive text message notification about important news items.
- Contact any of their student's teachers about concerns they may have.
- Book interview times for parent/teacher/student conferences.
- View students' assessment tasks, due dates, resources to support student learning and submitted work.

We have been trialling Compass for the last 10 weeks and have received excellent feedback from parents. The features that are available are constantly being reviewed and upgraded in response to our school community's needs. The school provides support for parents who have difficulty accessing Compass. Parents receive a single login which allows them to see information about all of their children that attend our school.

How to Access and Log into the Compass Parent Portal for the first time:

Download the Compass School manager app to your device and go to step 3.

Or

To access the Compass Parent Portal, go to the GPS website and click the Compass link on the homepage (or go directly to <https://www.gordonps-vic.compass.education>).

Login using the details provided to you by the school – upon first login, you will be prompted to confirm your email address and mobile phone number, and change your password.

The Home Screen will appear once you have successfully logged in to Compass. This provides you with relevant alerts that require your action or attention e.g. unexplained absences and student report availability, a News Feed and quick links to your child's profile.

FAQs

How do I gain access to the Compass Login details for my child/ren?

Login details have been distributed to existing GPS families. If you have not received your Login Details, please contact the office and a letter will be reissued.

Login details will be issued to new families once they have started at GPS.

How do I report an absence?

Full-day absences must be reported via the Compass Parent Portal

For the appropriate child:

Click on "+Add Attendance Note/Approval (Approved Absence/Late)

Select the reason for the absence from the drop-down menu, enter details as appropriate, select the correct date and click on the Save button.

How do I report lateness/leave during school hours?

Lateness and leave during school hours are reported via the Office when you sign your child in and out (NOT via the Compass Parent Portal).

What does the term 'Unexplained Absence' mean?

This is Compass/DET terminology and simply means that your child has been marked 'Not Present' and that this has not been explained by another school activity or 'Parent Approval'.

If you receive an alert regarding an 'unexplained absence', click on the alert, select the 'unexplained absence' you wish to approve and then click on the 'Parent Approve' button (above 'Activity Name') to enter the reason for the absence.

Please note that alerts only appear in the BROWSER version of Compass.

How do I access the News Feed?

The News Feed (My News) will appear (on the right-hand side of the screen) as soon as you log into the browser version of Compass. You can return to this page at any time by clicking on the 'Home' image in the tool bar at the top of the screen.

The News Feed appears on the 'Home' screen of the app (under the photo of your child/ren).

How do I view the School Calendar?

The School Calendar is only available in the browser version of Compass. From the Main Menu (tool bar at the top of the screen), select the 'Calendar' image (next to the 'Home' image).

TIPS!

If you 'hover' over a calendar entry, more information is revealed e.g. venue.

Click on the colour-coded tabs to hide/reveal layers in the calendar.

The calendar can be viewed by 'week' or 'month' – just click on your preference (top right of the screen).

Items that appear at the top of the calendar are either 'all day' events or times are yet to be confirmed.

If you 'swipe right' when in the app, there is an option to 'Open in Browser' which will enable you to view the School Calendar.

How do I update my email address & mobile number?

Upon first log in via a web browser you will be prompted to update this information. You can update this information at any time by accessing Tools (cog at the top right of the screen) > Update My Details (only available in the browser version).

How do I download my child's Semester Reports?

Click on 'View Academic Reports' from the homepage (browser version) or tap on your child's photo in the app and select the 'Reports' tab.

How do I book Parent/Student/Teacher Conferences?

When Parent/Student/Teacher Conferences are available for booking, a "Book Parent Teacher Interviews" button will appear on the Compass home screen (browser version) and an alert will appear at the top of your News Feed. Please note that bookings CANNOT be made via the app.

My child's photo does not appear?

Your child's photo will not appear if your child was not present for School Photos.

Can I reverse an approval for an absence once it has been entered?

Parents cannot edit or delete approvals once they have been entered into Compass – please contact the school Office if an approval needs amending.

Raffle Tickets

Thankyou to the families who have returned their tickets. If you have not already done so, please return them ASAP.

Poppies

The office has poppies for sale to support the Poppy Appeal. Prices range from \$1 - \$5.

Camps

Please remember that our junior and middle school have their camp next Wednesday. Please ensure that you have read through all information regarding these camps. If you require any further information, please ask your class teacher.

Melbourne Cup

A reminder that we have a curriculum day on Monday providing families with a long Melbourne Cup weekend. Club 1878 (after school care) are running a service on Monday at the school. If you would like to book into this service please contact them directly.

Lioness BBQ

Gordon Primary School will be holding a fundraising BBQ outside the Lioness Op Shop on Saturday November 18th between 9am and 2pm. We are seeking parent volunteers to assist on the day. If you are free for an hour and are happy to help please SMS Tanya Bostock on 0407 336 188 with your preferred time slot. Thank you in advance.

Gordon Community Fair

This is fast approaching. Thank you to all those who have put their hand up for supervising the jumping castle. If you have some spare time, please contact the front office to assist.

Happy Birthday

We would like to wish Happy Birthday to Milla, Kate, Lola, Elke, Lilly and Chelsea and to any members of our community who are celebrating their special day.

Have a great weekend,

Russel Cowan

Principal

Term 4 Challenge

“The Petibalds”

We all know about the Archibald Prize, awarded annually to the best portrait.

We are running the “**Petibald Prize**”. Each family is invited to submit a painting, drawing or print of either their own pet, a pet they know or perhaps even a famous pet. All entries must be the original work of the family made this term.

We will display all works and nominate a winner at our end of year function which is sure to be a great event. The more entries, the better the event!

November 2017

Mon	Tue	Wed	Thu	Fri	Sat	Sun
		1 WWII Puppet Incursion	2	3 Walk to School Day	4	5
6 Curriculum Day	7 Melbourne Cup Public Holiday	8 Camp Wyuna P-4	9 Camp Wyuna 3-4	10 Camp Wyuna 3-4	11	12 Gordon Fair
13 Assembly	14	15 Teeth on Wheels	16 Grade 6 Graduation Photo 2018 Prep Info Session School Council	17 2018 Prep Transition Morning	18 Lioness BBQ	19
20	21	22	23	24	25	26
27 Assembly	28	29	30			

December 2017

Mon	Tue	Wed	Thu	Fri	Sat	Sun
				1 2018 Prep Transition	2	3
4	5	6	7	8	9	10
11 Assembly Grade 6 Day Grade 6 Presentation Dinner	12 Statewide Transition Day	13	14 School Council	15	16	17
18	19 Presentation Evening	20	21 JSC Disco	22	23	24

All dates were correct at the time of going to print however they may be subject to change.

Our Grade 5/6 Cricketers



FAMILY PORTRAIT

FUNDRAISER WITH

AVER & LINE.

children's photography specialists



BOOK TO RECEIVE *for \$15*

- 20 minute portrait session
 - 20 minute viewing / selection session
 - 8"x12" print
 - Glass bottle frame + print of your choice
 - Complimentary retouching (Remove unwanted dribble or bumps!)
 - Opportunity to purchase the BEST value packages & lowest cost options!
- We also have the best value digital files available!

Wallace & District Kinder Family Portrait Fundraiser

The easiest way to have boutique portraits, book now to secure your session!

WHEN: Sunday 19th of November

WHERE: Outdoors at the Kinder

TO BOOK: head to www.averandline.com.au/book
enter the password **hooray2** and select your kinder + session time
then pay your \$15 online

BOOK BY: Monday the 13th of November

CONTACT/QUESTIONS: Jo on 0407 805 760

www.averandline.com.au

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1300 557 446

(03) 9995 3586

Ballan & District
Community Bank® Branch



presents the

Gordon Community Fair

SUNDAY 12TH NOVEMBER 2017

10AM-4PM

GORDON RECREATION RESERVE

\$5 ENTRY PER PERSON (CHILDREN UNDER 5 FREE)

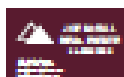
- Face Painting
- Jumping Castles
- Petting Zoo
- Pony Rides
- Showbags
- Food Stalls
- Craft/Market Stalls
- Emergency Services Display
- Live Local Entertainment
- Victoria Police Pipe Band
- Sporting Activities
- Plus much more!



SUPPORT YOUR LOCAL COMMUNITY

Like us on facebook /Gordon Community Fair

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Support provided by Gordon Community Bank