


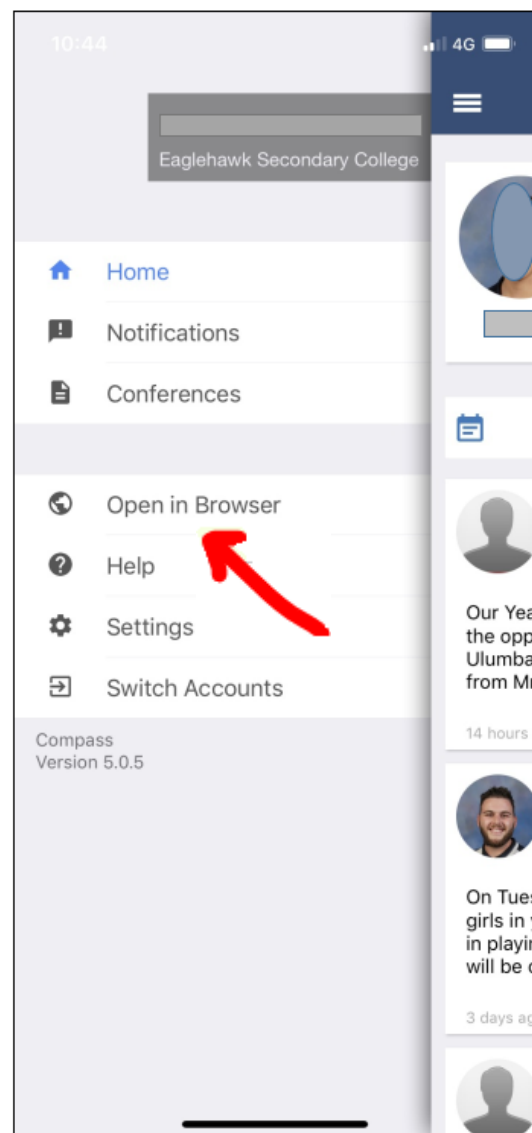
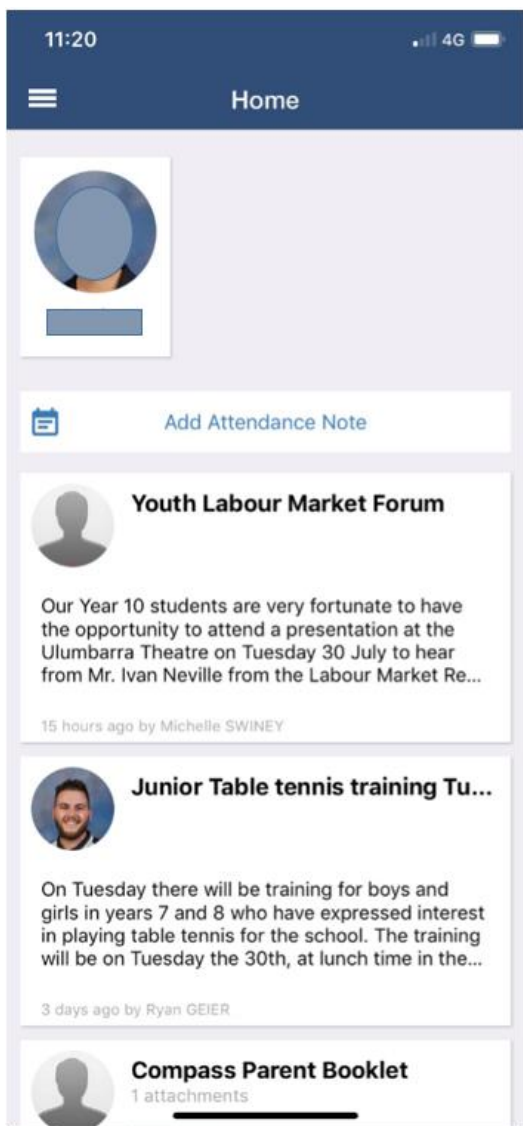
# Compass Tips

## What is an Event?

An event in Compass is used for most activities involving students that aren't regular classes. These include camps, excursions, and sporting events. We will create a Compass Event if parent payment or consent is required. Events are only visible when you are logged in to the Compass **website**. There is no events section in the Compass App.

## How do I navigate to Compass website via my Phone or Device App?

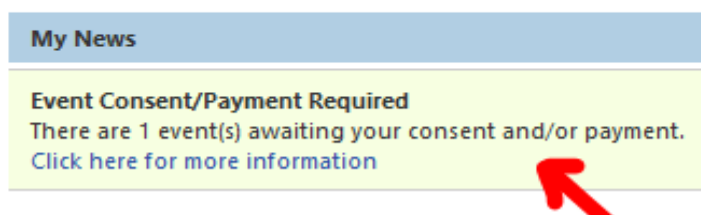
To get to the website via your device app, click  on the Compass app home screen, then click **Open in Browser**.



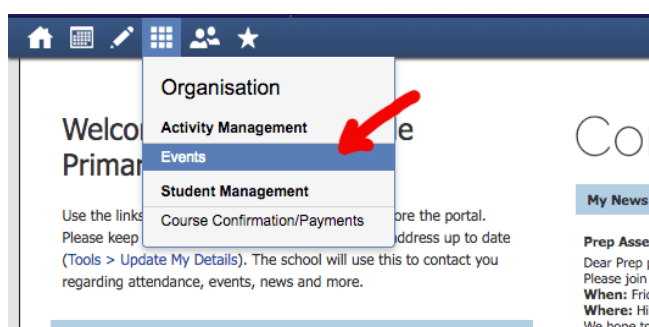
## How Do I See My Child's Events?

Generally you will receive a message when a new event requires your attention. When you log in to the website you will see a notification about the event at the top of your news feed on the right hand side.

# Compass



At any time you can see the list of past, current and future events for your child by clicking **Events** in the **Organisation** menu,



If you click on the title of an event you will be able to see the full details of the event, including time, date, transport and educational purpose.

You can provide consent online with Compass by clicking the red button Process Now (Online). It will open a form where you can:

- provide contact details specific for the event day (leave blank if there are none)
- provide any relevant medical information for the event day (leave blank if there are none)
- provide consent electronically.

