28 January 2015

Re: Student Diary

Dear Parent/Caregiver

As seen in your M&S Fees invoice the cost of the school diary still applies. The school has moved from a physical (paper) diary to an electronic diary within Daymap. There has been a cost incurred to supply the additional software features of a Diary in Daymap and therefore we kept the charge under School Diary instead of the ICT costs for 2015.

All staff were shown how to add notes to the Diary in Daymap in Week 0 and will be able to assist students to use this feature. Staff can also enter homework notes for a class. Please be aware that teacher entered notes are visible to parents through the parent portal but student entered notes are not.

All staff email addresses are available through the school website to allow you to communicate with teachers using electronic format which is preferred. When the new version of Daymap is released shortly there will be more email communication to students and parents to broaden our communication channels.

SMS will still be used to notify parents of student absences.

Yours sincerely

Panayoula Parha
Principal