



ST. MARY'S SCHOOL

McLennan Street, Mooroopna. 3629.

Phone: (03) 5825 2858. Fax: (03) 5825 4026 P.O. Box 259, Mooroopna 3629

“Let your light shine”

Dear Parent,

At St Mary's we use an online student reporting system which gives parents regular reports across the school year, particularly in the more important subjects. This format not only keeps parents up to date with your child's progress, but improves communication between home and school which is crucial to student learning.

The system is known as “PAM” – *Parent Access Module* and the APP *Simon Everywhere*, is linked to the administration system we are using at school. Parents will have continual access to your child's portal and the home school communication function. All information stored on this program will be totally private and will be accessed by school staff only.

Parent Teacher Interviews are booked through PAM, simply click on the link provided on the Home screen and follow the instructions.

Through PAM / Simon Everywhere parents will have access to the following functions –

- Receive alerts through Simon Everywhere APP – via mobile or email
- Read Daily notices
- Add a student Absence
- Find livestream links for assembly, Masses and special events

Please see included page for detailed instructions, and if you have any questions or queries, please do not hesitate to contact the school.

Yours Sincerely,

Elaine Vertriest
Principal