School Days ~ Our Number 1 Communication Strategy at Campbell Street Primary School

**Advanced Communication Information**

The Community Portal enables you to access school Community Forums as well as Surveys and Forms where you can complete student absent notifications, etc. To access the Community Portal you need to register using your email address. Once registered you log in to the portal on your first visit and it will retain your login information.

**Communication Channels**

Communication channels enable you to control the information you receive so it is applicable to you, e.g. if your child is not involved in school soccer you can turn this channel off so that you do not receive all soccer communication.

You control the channels you receive in the settings. By default all channels are switched on, you need to switch them off to stop receiving unnecessary information.

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Use the community portal to:
- Inform the school of student absence;
- Update medical information for your child; and
- Offer your thoughts in online surveys and forums.

**How to register for the Community Portal**

Visit: [http://csps.schooldays.getbusi.com/register](http://csps.schooldays.getbusi.com/register)

Fill out the online form and submit.

A School Days administrator will accept your registration and away you go.

**Get Your School News**

Campbell Street Primary School
Helping you stay up to date with what’s happening at school

School news is sent straight to your phone or iPad/tablet (Android or IOS/Apple)

How to install the app on your device:
Search *Campbell st ps school days* on iTunes or the Android Playstore. Click “Install”

You can also use your computer or laptop to view School Days: [csps.schooldays.getbusi.com/dashboard](http://csps.schooldays.getbusi.com/dashboard)

Please note: If you already have School Days on your device please make sure you keep it updated to latest version so it works properly.
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The Basics ~ How it works!

Quickly find common info such as school websites, live calendar, forms and flyers.

Settings allows you to control the number of notices visible on your device. The default setting is for 31 days. You can change this by moving the slider.

You need this on to be notified of new messages.

Internet capability/access is required for messages to be received.

In the next update the Marquee title will change to Notice Board.

In the next update the Info tab will change to Links as it provides access to important web links.

Examples of what you see:

- School Calendar Term 3
  - Hard copies were sent home with your child.

- Winter sport roster gets underway.
  - Winter sport roster gets underway.

- STEM EXPO TUES WED 31 Jul 2016 at 18:07
  - Gr3-5 Swimming don’t forget bathe, towel and important one of undies

Tap item for more information.