



VShare: Quick Guide

VShare is our schools information management system that provides parents with a central hub to stay informed about their child's school life. Through a dedicated app or website, parents can check attendance, view timetables and academic reports and communicate directly with the school. It helps parents to be more engaged and up-to-date on their child's progress without having to wait for a parent-teacher meeting or a mailed report.

Things to Note

1.

VShare App: The most effective way to engage with VShare is by downloading the App from your store. Ensure that you have allowed push notifications so that you can always remain up to date with the school.

2.

Logging In: If you are new to our school we will send you your VShare username before school starts. If you have lost your username please contact the school. You can use your username along with your mobile phone number to create your own password or to reset a lost password. To learn more click [here](#).

3.

Attendance: You can access and view live attendance information. This is also where you can let us know if your child is absent from school or if they will need to leave early to attend an appointment. Please click [here](#) to learn more.

4.

Assessments: You can view exam reports by navigating to the assessment tab. Here you can view items such as Christmas and Summer reports as well as Classroom Based Assessment results. To learn more click [here](#).

5.

Timetable: You can view your child's timetable at any time. This lists the schedule of classes, their location and the teacher assigned. To learn more click [here](#).

6.

Personal Information: You can view the information that the school has on file for you. This includes names, and contact details.

7.

VShare Mail: This is the primary means that we use to send information to you. This includes relevant notices and reminders as well as our regular newsletter. It is important that you have push notifications enabled so that you do not miss anything. Please note that we do not routinely communicate with you by SMS.

Other Ways That We Communicate With You

- Website
- Telephone
- Email
- Regular Newsletter
- Face to Face Meetings
- Online Meetings
- Parents Association Meetings