Using the Parent Portal at Killarney Heights High School

Overview

At Killarney Heights High School, we use the parent portal to provide parents with 24/7 access to their child's data. Parents can log in to access their child's report, attendance information, timetable and school notices.

All parents have been sent an access key via the email address on our school system. If you have not received this email contact Lesley Fenn on 9451 7005 to check the correct email address is in the system. Any changes made take overnight to be updated for the parent portal.

The day after the mail address is modified an email will be sent by Sabina Walters inviting you to use the portal. This email will contain a link to register on the portal and an access key. If there are multiple people needing to use the site the same access key can be used.

Registration

1. The email received will look like the sample below. To register click on the blue link. This can be forwarded to other members of your family. They can create their own account and use the same access key.

Dear Mrs XXXXX

Our school uses a Student and Parent Portal, to provide both parents and students discreet information about each student's progress in our school.

Please log on to the Internet and register for access to our Parent Portal here:

http://killarney-h.sentral.com.au/portal/register

You must use a valid email address to create your username and create a password.

Once successfully registered you will be prompted to enter your username (email address) and the password you created.

Once you have logged in, to see information from the school and to link to your enrolled children, you will be asked to enter the access key provided.

The access key for your parent portal is: Q5zB2aqVLU.

2. Once registered copy and paste the access key into the dialogue box.

3. Images of all students in the family should be visible
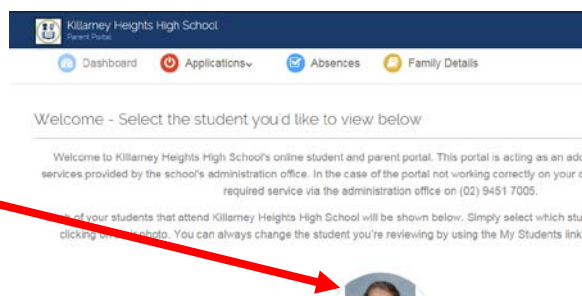
ACCESS

1. The easiest way to access the portal on a regular basis is via the Killarney Heights High School official website.

2. This can be accessed using the address: http:/killarney-h.sentral.com.au/home or by typing the name of the school into your favourite search engine.

3. From the home page select the Technology link
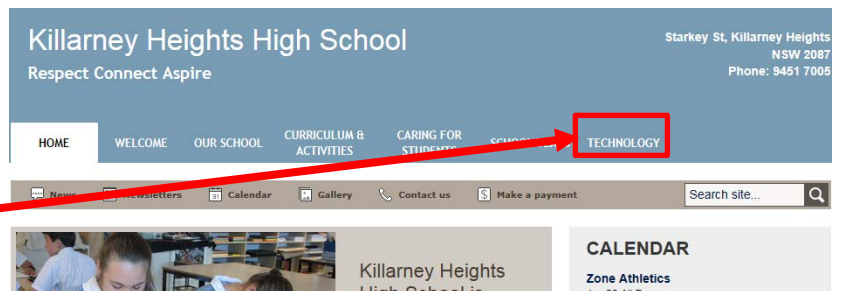
4. This page provides staff, students and parents with links to technology they need to access.

Technology

Killarney Heights High School uses technology as a teaching and learning tool as well as a system to communicate with parents.

Students are encouraged to bring their own laptops (BYOD). Assistance is provided on how to connect the device to the school internet and how to access the software that is provided for students free of charge. This assistance in available in the library. For more information about this visit the BYOD page

Some helpful links:

For Students

Moodle ☑ Use the same username and password as used to access the school desktops

Student Sentral ☑ Use the same username and password as Moodle

Clickview Online ☑ Use the same username and password as Moodle

Department Portal ☑ Use the same username and password as used to access the Internet

OnGuard Safety ☑ Use the username and password provided by your teacher

5. Select the Parent Portal option

For Parents

Parent Portal Login ☑

An email has been sent to the address the school has recorded as the family contact. Once this email has been received, parents and guardians can register using the link provided. Specific student details is access by using the access key, also provided in the email.

The Interface

1. At this page login enter the username and password created at registration

2. Once logged on, images of the students you have access to will appear.

3. Click on the image of the student to see their specific information
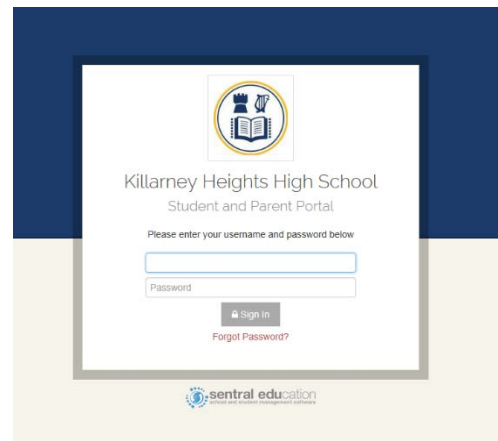

4. Once the student is selected, the following will be visible. The daily calendar and daily notices are the only items that do not need to be selected to access.

Moodle is a student application and can only be accessed with the student username and password
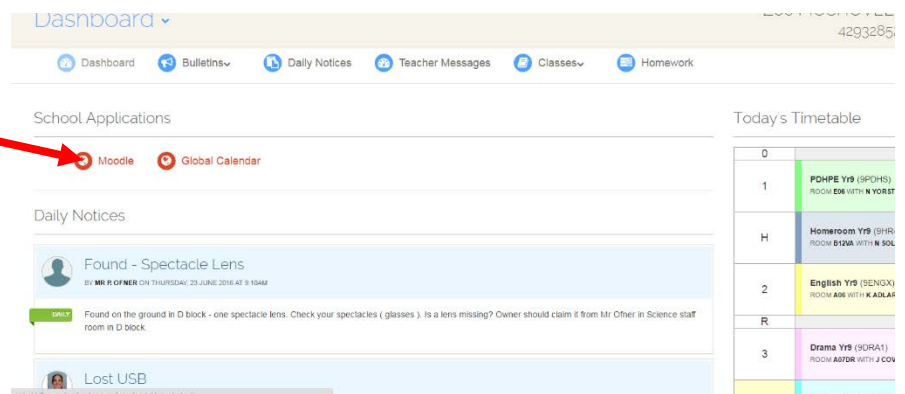
Global Calendar

This provides access to all of the events occurring in the school that affect our students. Each colour represents a different year group. The events affecting a single year group can be viewed by selecting the year.
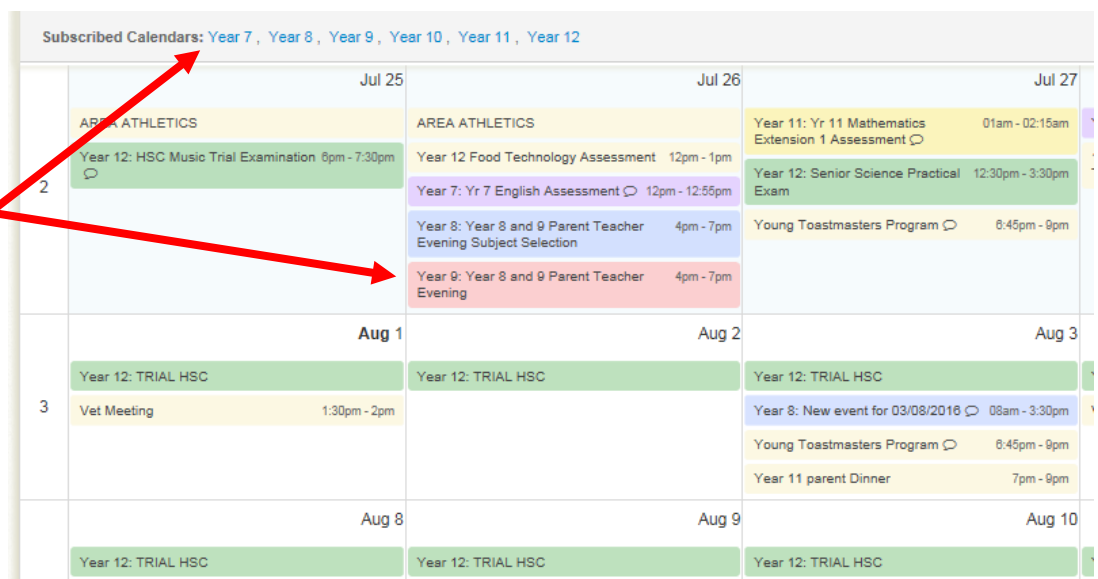
The Dashboard

Most items are stored in the dashboard. This is accessed by clicking on the down arrow next to the label
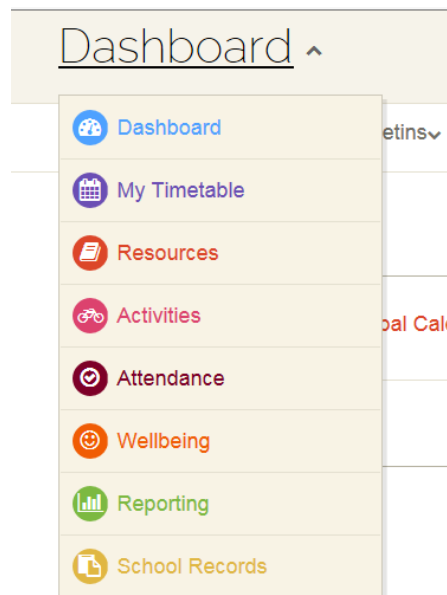
At the moment we use:

- My Timetable
- Attendance
- Wellbeing
- Reporting

Resources is not used as Moodle and our website is more effective for our students. Activities and School Records will be used in the future.

Updates will be provided once this occurs

My Timetable

This provides the entire timetable including room and teacher. It does not display the times as it does not allow for different times on different days.

The timetable can be printed from here or added to a phone using the export to ical option.

ATTENDANCE

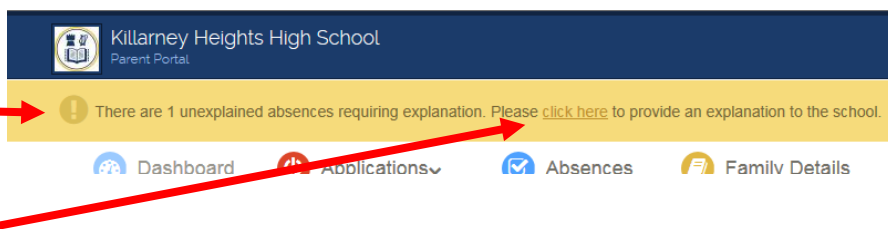This is an overview of all attendance.

- Unexplained whole day absences - red (not shown in image)
- Unexplained partial absences - pink
- Approved school business – light green
- In class – dark green
- Non-school days – grey
- Approved whole day leave – bright orange
- Approved partial day leave – pale orange.

Attendance Overview

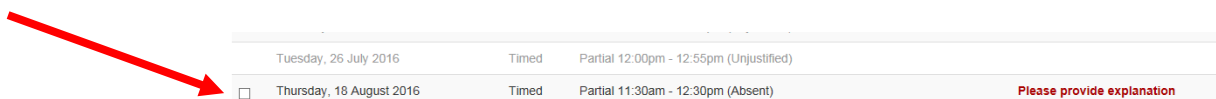The attendance overview shows a "heatmap" which outlines all

Unexplained absences can be seen as soon as the portal is opened

Killarney Heights High School
Parent Portal

There are 1 unexplained absences requiring explanation. Please click here to provide an explanation to the school.

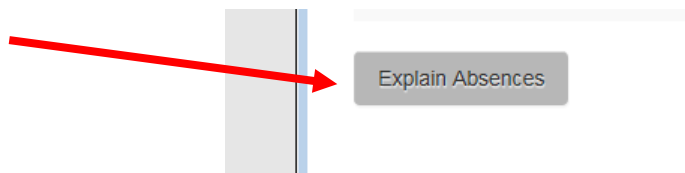Dashboard   Applications   Absences   Family Details

Clicking on the link will page a page that allows for an explanation of the absence to be sent to the school via SMS.

1. Click in the checkbox next to the absence that needs explaining

	Tuesday, 26 July 2016	Timed	Partial 12:00pm - 12:55pm (Unjustified)	
☐	Thursday, 18 August 2016	Timed	Partial 11:30am - 12:30pm (Absent)	**Please provide explanation**

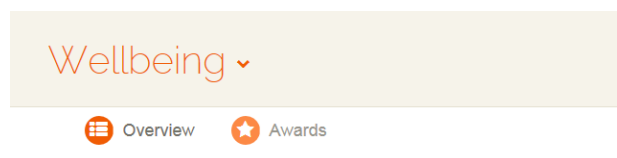2. Click on the Explain Absences button

Explain Absences

3. Enter the reason and click on the green send explanation button. This will send an SMS to the school which will allow the records to be updated

Explanation Details   ✕

Explanation

Close   Send Explanation

Wellbeing

This is where the number of awards the student has received is visible.


The overview provides a total number. The awards option provides detail about the date the award was received and which teacher gave the award.

Overall Tally:	27			2016 Tally:	
Term 1 Tally:	1	Term 2 Tally:	11	Term 3 Tally:	

Awards

Date	Award
22/08/2016 Monday	**Killa:** White Killa for 9DRA by Mr Jeremy Covant
16/08/2016 Tuesday	**Merit:** Merit
12/08/2016 Friday	**Killa:** Blue Killa via Incident #0000

Reports

Once the reporting period has completed electronic reports are available via the reporting option. Click on the required Reporting Period to access the report in PDF format.

Reporting

Published Reports

Published reports

Reporting Period Name

Semester 1, 2016 (Year 8)
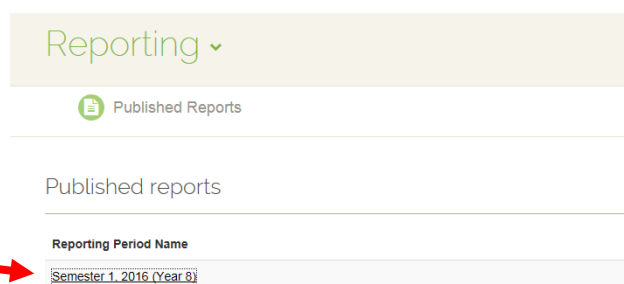
Killarney Heights High School

Semester 1 2016 Report