



Cooloongup
Primary School

An Independent Public School

Dear Parents/Caregiver

I am pleased to announce that Connect is now being implemented in our school. Connect is an integrated online environment developed by the Department for all staff, students and parents in public schools. Check out the short video clip at <https://vimeo.com/connectwa/welcome>

How will parents access Connect?

Parents will be given their own secure login to connect through the school. This will be a P-number as a user name and starting password that you can change.

- The classes in which your children are engaged
- Class calendars
- Week by week attendance information
- Assessments and evidence for your own child
- Notices from classes that automatically generate an email notification to you.

If you have multiple children you only need one login-even if your children attend different public schools.

Participation in Connect is optional. If you would like to take part you will require internet access and a computer tablet or smartphone device. There is no additional software required and your access is free.

To register for Connect, please read and sign the attached *Connect Conditions of Use for Parents* and complete the *Parents Registration Form* and return to the school by 8th April 2016 or scan and email the signed documents to cooloongup.ps@education.wa.edu.au. You will then be confidentially issued with your unique user name and password as well as access details for Connect.

We hope that you enjoy the Connect experience and see it as an exciting new way to stay in touch with your child's school journey.

Yours sincerely

Gail Sampson



Connect Conditions of Use for parents

The following Conditions of Use should be signed by parents and returned to the school before access to Connect is provided. A Microsoft Word® version can be found in the attached templates file.

1. Only parents or responsible persons as defined in the School Education Act 1999 and verified by the school will be given access to Connect.
2. Any person/s signing up for the service understands his/her responsibility for keeping the service access details (username and password) confidential.
3. The Department of Education does not accept responsibility for any event arising from unauthorised access or use of Connect.
4. Parents agree to use Connect in accordance with Department of Education's policies regarding Appropriate Use of Online Services. These policies can be accessed from the Connect Sign In screen. Parents are required to accept that they have read and understood these policies before access to Connect is provided.

Limits of the Service

The Department of Education provides Connect as an online service for teachers, students, parents and Department staff. Connect is a communication channel that schools may use to communicate with parents/guardians on matters impacting student education. The Department of Education does not undertake to provide all student-related information via Connect.

When using Connect, I agree that:

1. The information contained in Connect is personal and private information.
2. The parent username and password is only shared between the child's legal parents or guardians.
3. I will not interfere with network security, the data of another user, or attempt to log into the network with a username and/or password of another user.
4. If I become aware of unauthorised access to my parent account I will immediately inform the school.
5. I consent to the logging, monitoring, auditing and disclosure of my use of Connect by the Department of Education.
6. Any breach of these conditions for which I am responsible may result in my access to Connect being suspended or revoked.
7. I agree to use Connect in accordance with Department of Education's policies regarding *Appropriate Use of Online Services*. These policies can be accessed from the Connect Login screen.

Parent Name:

Parent Signature:

Date:

Please return this form to the school in order to receive login information for Connect.

Connect registration for parents

The following Registration form should be completed by parents and returned to the school before access to Connect is provided. A Microsoft Word ® version can be found in the attached templates file.

Student (1) Details

Student First Name

Student Last Name

Year Level

Form Class

Student (2) Details

Student First Name

Student Last Name

Year Level

Form Class

Student (3) Details

Student First Name

Student Last Name

Year Level

Form Class

Student (4) Details

Student First Name

Student Last Name

Year Level

Form Class

Parent (1) Details

Parent First Name

Parent Last Name

Email: Please print your full email address clearly in the boxes below (including any full stops) and check that it is correct. Any errors in your email address will result in delays in setting up your access to Connect.

Parent (2) Details

Parent First Name

Parent Last Name

Email: Please print your full email address clearly in the boxes below (including any full stops) and check that it is correct. Any errors in your email address will result in delays in setting up your access to Connect.
