

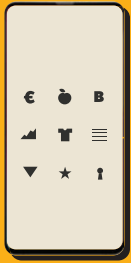
# ST CLEMENT'S COLLEGE

**Everything in one place.**  
***Simple!***



**USapp**





# St Clement's College App

## The School's Official Platform

The App is the school's official platform. It is private and secure. Only current parents/guardians, students and teachers have access.

Parents/guardians and students know with certainty that all school published information is available in the one place – the School App.

The features and functions include:



**Communications**



**Link to VSware**



**Digital Attendance Forms**



**Parent Reminder Dashboard**



**Digital Sign In/Out for Students and Visitors**



**Booklist**



**Digital Forms**



**School Information**



**Payments**



**Link to Website**



**My Student**



# Communications

Parents/guardians will only receive alerted Notifications which are relevant to them.



## Notifications

Notifications are used for publishing information on the day-to-day administration of school.



## News

The News feed is used for the general PR type of news.



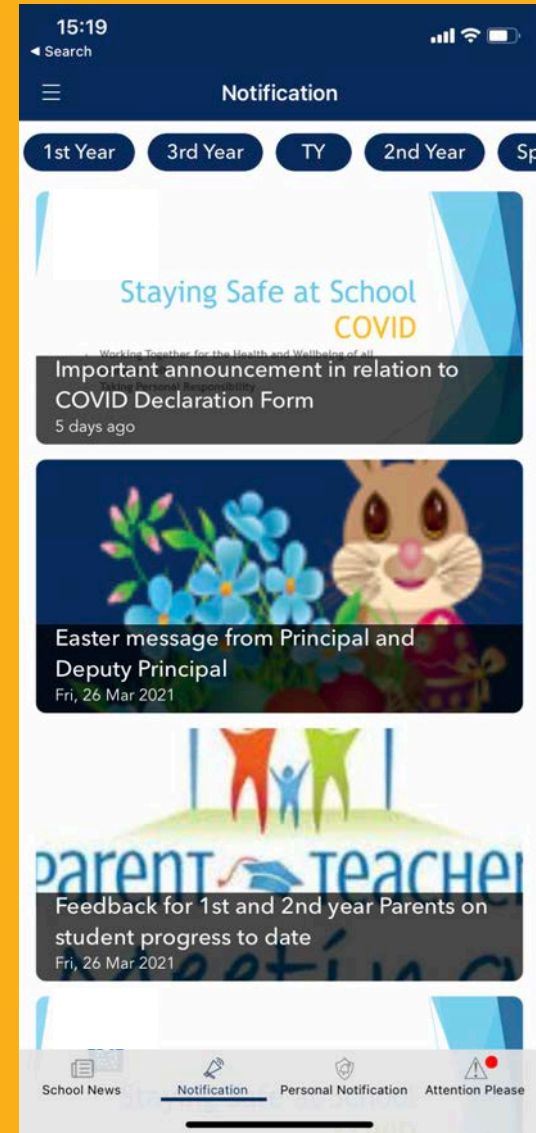
## Personal Notifications

Private Message to a group or individual parent/guardian. This will only be visible to that user. The system includes a “read” flag when the notification is opened and read by the user.



## Note from parent

Parents/guardians can quickly and easily submit notes.



**Also available are:**



**Gallery**



**Calendar**

# Digital Attendance Forms

Parents/guardians **MUST** submit attendance forms through the App **BEFORE 08:15am** to allow school staff time to process the form.

## Security – PIN

The App includes an optional 4 digit PIN security on all forms and payments. Parents/guardians can turn this on in their profile.



**Absentee Notes**



**Late Notes**



**Permission To Leave Early includes QR code for parent/guardian to Digital Sign Out student**



**Return after Absence**

The screenshot shows a mobile app interface for submitting an absentee form. At the top, the status bar shows 'Eir', signal strength, time '09:52', and battery '68%'. The app title is 'Absentee form'. Below the title are two tabs: 'Absentee form' (selected) and 'History'. The form fields include: 'Student' (Name: Sophie TEST (1)), 'Absent' (Please enter only the dates that your child will be absent from the school. Absent from: 06-08-2020, Absent to: 06-08-2020, Reason: ), 'Further Details', and 'Include signature here'. The signature section shows 'Parent/Guardian JMM McManus 06-08-2020'. A blue 'Submit' button is at the bottom.

# Digital Sign In/Out

## Digital Sign In & Sign Out

Students arriving Late or Leaving Early MUST sign in/out at reception.

## Parents/Guardians Signing Out Students

Parents/guardians are required to sign out students who are leaving school early.

*A Permission to Leave Early form must be submitted for prior approval.*



# Digital Forms

**Any form which a parent needs to approve or acknowledge will be published in the App. Parents will only see forms that relate to them. A full history of forms submitted is in the App.**

For example:

## Consent Forms

Permission to go on a trip or attend an event.

## Terms of Use Agreements

Parents/Guardians/Students agreeing to terms of use of computer equipment.

## Acceptance of School's Rules

Parents/Guardians/Students agreeing to be bound by school rules and code of conduct.

## Security – PIN

The App includes an optional 4-digit PIN security on all forms and payments. Parents/guardians can turn this on in their profile.

**Consent form**

**Trip To Buren Adventure Center**  
Last Date: Mon, 31 Aug 2020  
All 1st year students are invited to Carlingford Adventure Centre for a day of fun and team building.. Full lunch and snacks included. Please bring change of clothes and towel.

• Does your son/daughter have any dietary requirements we should be aware of?

Add comment

• You child will have the option of selecting one additional excursion. Please select

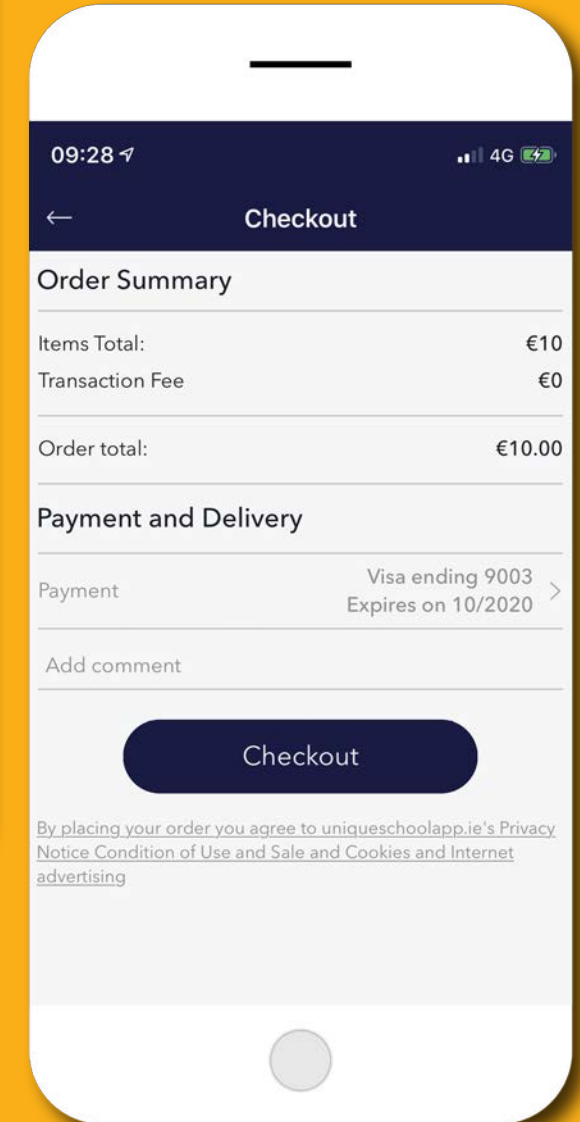
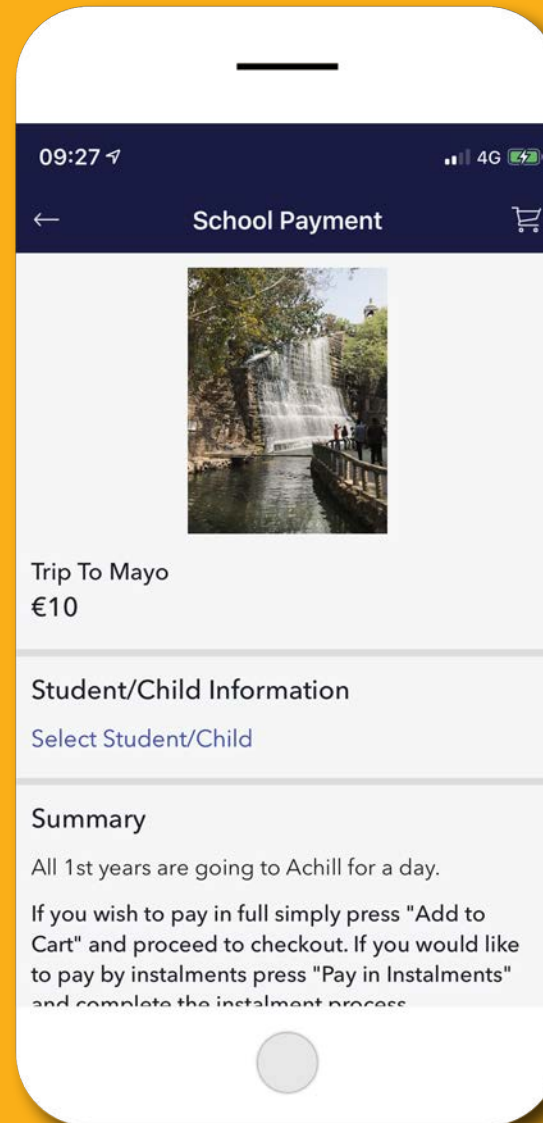
Canoeing  
 Abseiling  
 Archery

**Student/Child Information**  
Name  
Sophie TEST

**Consent**  
 I permit  I don't permit

# Payments

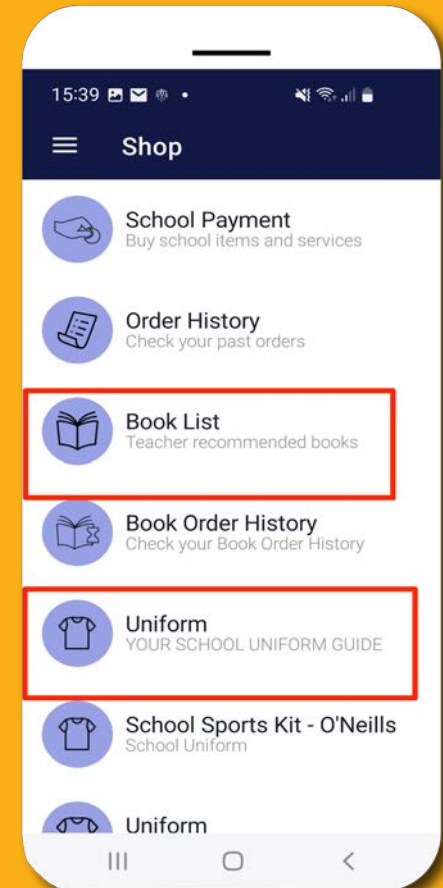
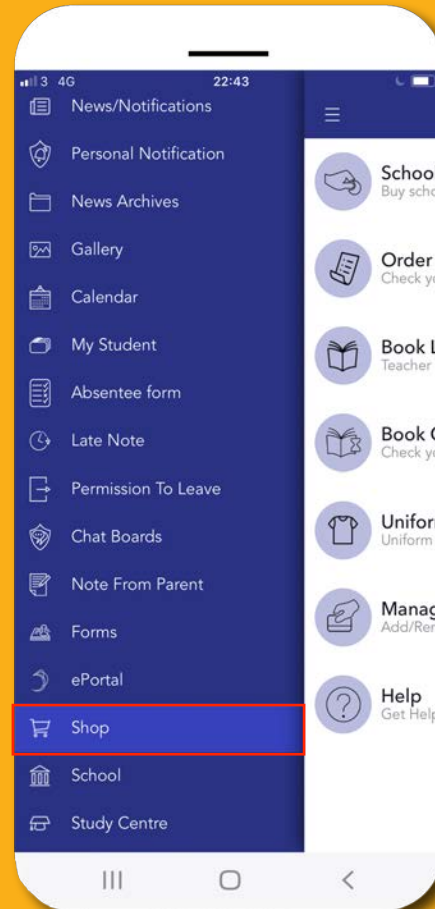
- **Alerted notifications when payment due**
- **Only see items that relate to their child**
- **Pay in full by credit or debit card**
- **Receipt sent by email immediately**
- **Full payment history available**



# Booklists & Uniform



Parents/guardians can find Booklists and Uniform Guidelines under the Shop module.

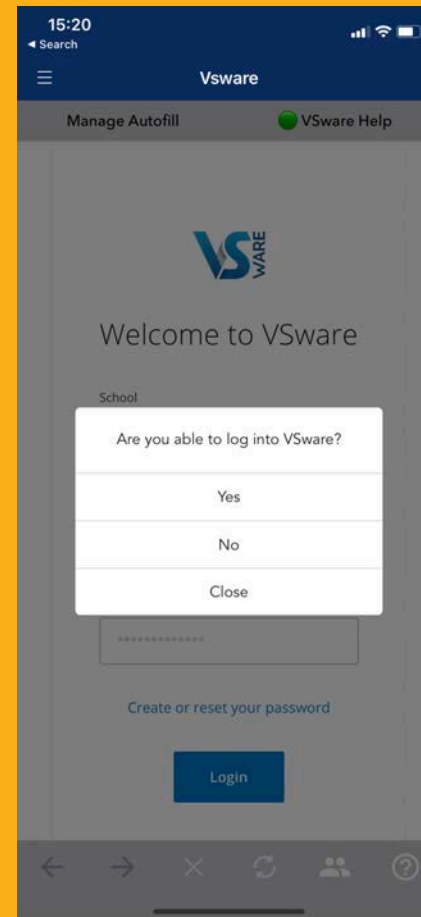
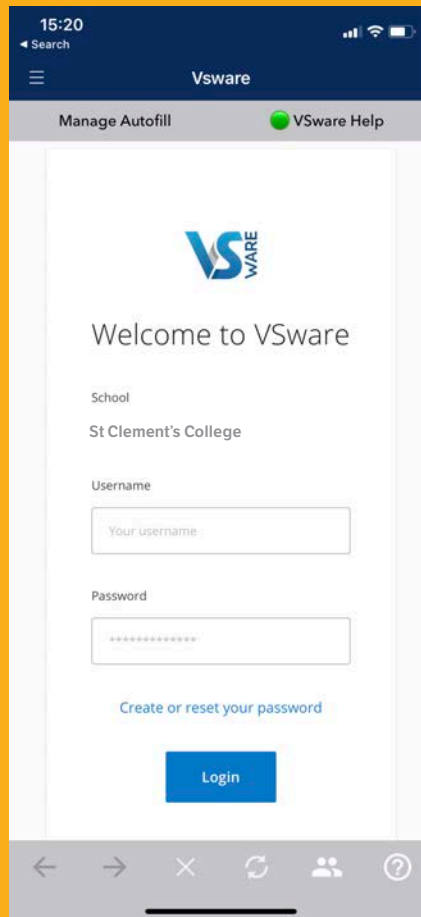




# VShare

**You can quickly and seamlessly access your student's VShare details through the App.**

- 1 VShare on the home screen
- 2 Your username will be automatically populated by the App
- 3 If you have previously saved your password into the App this will also auto populate and simply login.
- 4 If you have not previously saved your VShare password to the App tap "Manage Autofill" at top of screen and save your password
- 5 Password issues - Create or reset your password
- 6 VShare Help on top right
- 7 [support@uniqueschools.ie](mailto:support@uniqueschools.ie)



# My Student



## Consent to use student's image

Parents/guardians can grant and/or revoke consent for the school to include their student's image in photos/videos across the school's communications platforms.

The screenshot shows the 'My Student' app interface. At the top, there is a dark blue header with a hamburger menu icon and the text 'My Student'. Below the header, the section is titled 'Picture Permission'. The text explains that the school maintains a database of photographs from school events and that it is customary to take photos/videos of students. It states that photos/videos of students and their names may be published on the school website, app, social media, brochures, yearbooks, newsletters, and newspapers. A paragraph of consent text follows, stating that consent is requested from each parent and that the school will comply with requests to remove photos. At the bottom, there is a 'Confirmation:' section with two radio buttons: 'I consent' (which is selected) and 'I do not consent'.



## Medical Form

Parents/guardians supply and easily update their student's medical information and emergency contact details through the App.

The screenshot shows the 'Medical Form' app interface. At the top, there is a dark blue header with a back arrow icon and the text 'Medical Form'. Below the header, there is a paragraph of text explaining that the following information must be supplied to the school to ensure the highest level of care. The name 'Matt Toms' is displayed. Below this, there are two 'Emergency Contact' sections. The first section is for 'Emergency Contact 1' with the name 'Marian' and mobile number '+353851231234'. The second section is for 'Emergency Contact 2' with the name 'Jennie' and mobile number '+353851234567'. Below these, there is a 'Family Doctor' section with fields for 'Name' and 'Address'.

The screenshot shows the 'Medical Form' app interface. At the top, there is a dark blue header with a back arrow icon and the text 'Medical Form'. Below the header, there is a section titled 'Medical Insurance/ Medical Card No' with three input fields for 'Medical Insurer', 'Medical Insurance No.', and 'Medical Card No.'. Below this, there is a section titled 'Current and Past Medical Info' with a sub-section 'Disability Information' containing several checkboxes: 'No Disability', 'Problems with ASD/Asperger's', 'Problems with Communication', 'Problems with Consciousness', 'Problems with Palliative Care needs', 'Problems with Eating and Drinking', 'Problems with hand function', 'Problems with hearing', and 'Problems with incontinence'.

# Registering for the App

1

You must have provided the school with a mobile number for each parent/guardian

2

## DOWNLOAD

St Clement's College from App Store or Google Play - you will have received an SMS with a link

3

## VERIFY

- Your school connection - Parent/Guardian
- Your mobile number via one time passcode sent to your phone
- Your email address via link sent to your email

4

## ENTER

your digital signature and click register

5

## SWITCH ON NOTIFICATIONS

to ensure that you receive alerts when the school posts notifications

I am a ...

Student

Parent/Guardian

Teacher/Staff

Parent/Guardian & Teacher/Staff

Parent/Guardian

Enter your mobile no. which you have provided to school for communication. We will send a verification code (OTP) on this mobile number via SMS.

Country Code  
353      Mobile No. \_\_\_\_\_

Parent/Guardian  
Alison O'Keeffe  
353 8635466

Email  
alison@uniqueschools.ie

Password  
.....

Confirm password  
.....



By registering I agree to all terms and conditions.

# UniqueSchools

Queries

[support@uniqueschools.ie](mailto:support@uniqueschools.ie)

