

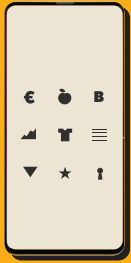
# COLÁISTE IASCAIGH APP

**Everything in one place.  
Simple!**



**usapp**





# Coláiste Iascaigh 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**



**My Student**



**Link to Website**



# 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.



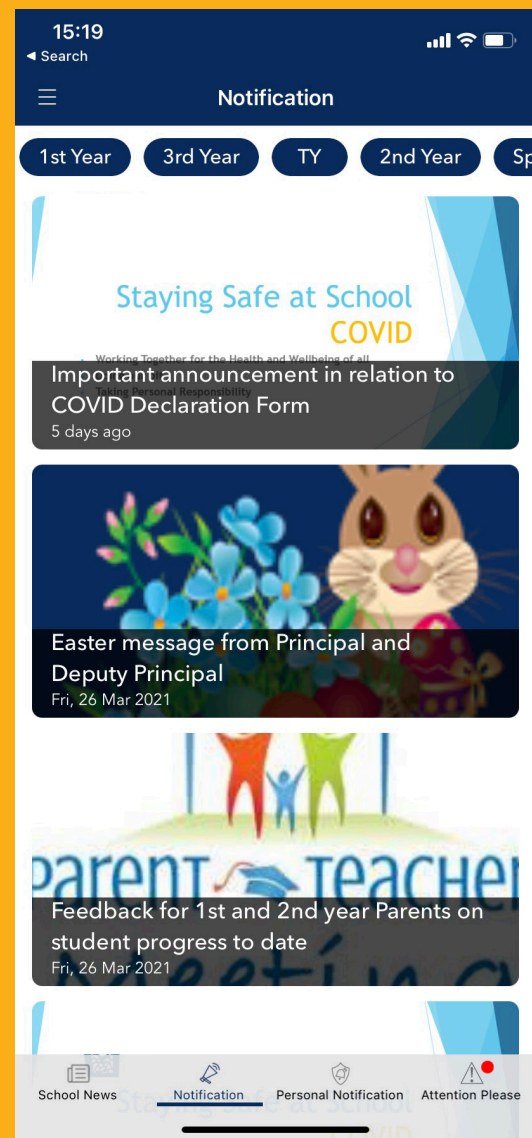
## Personal Notifications

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' network, time '09:52', and 68% battery. The app header is 'Absentee form' with a menu icon on the left and two tabs: 'Absentee form' (active) and 'History'. The form is divided into sections: 'Student' with a dropdown menu showing 'Sophie TEST (1)'; 'Absent' with instructions 'Please enter only the dates that your child will be absent from the school.' and fields for 'Absent from' (06-08-2020) and 'Absent to' (06-08-2020); a 'Reason' dropdown menu; and 'Further Details' with a signature line 'Include signature here'. At the bottom, it shows 'Parent/Guardian' as 'JMM McManus' with the date '06-08-2020' and a large blue 'Submit' button.

# 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

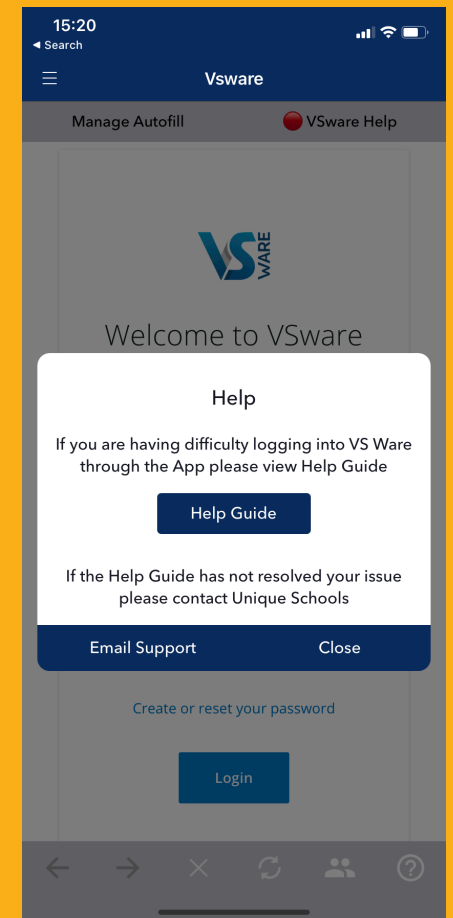
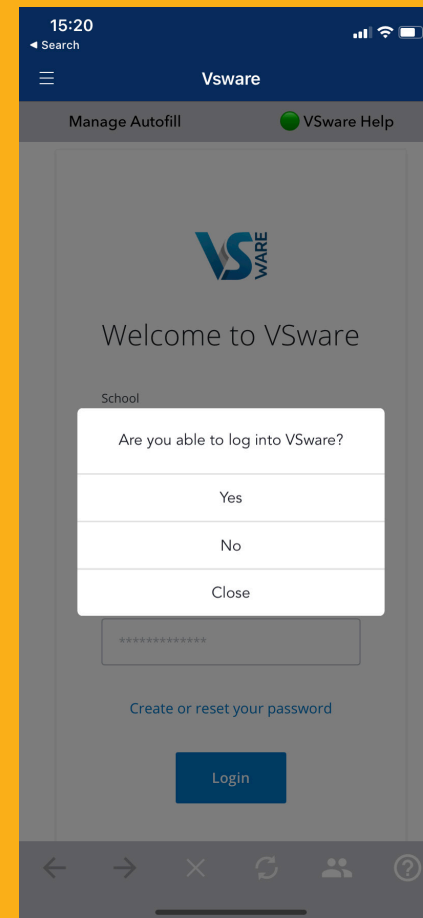
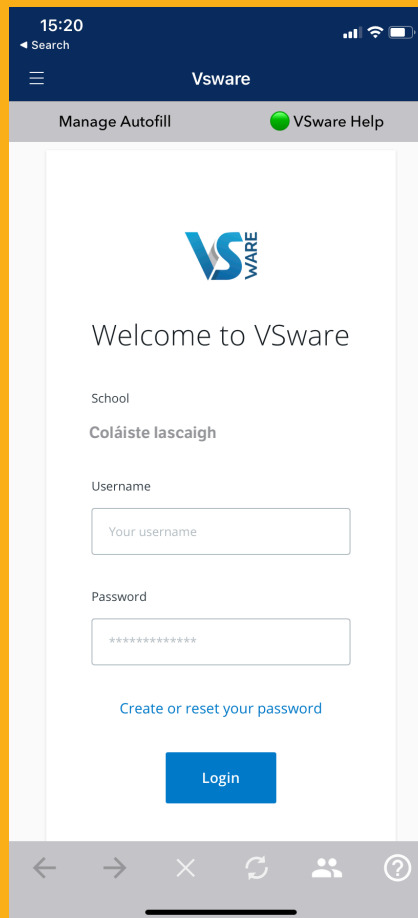
**Student/Child Information**  
Name  
Sophie TEST

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

# VSware

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

- 1 VSware 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 VSware password to the App tap "Manage Autofill" at top of screen and save your password
- 5 Password issues - Create or reset your password
- 6 VSware 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.

**Picture Permission**

Our school maintains a database of photographs from school events held over the years. It has become customary to take photos/videos of students engaged in activities and events in the interest of creating a pictorial as well as historical record of life at the school. Photographs/videos of student's and in some cases including their name, may be published on our school website, app, on social media or in brochures, yearbooks, newsletters, local and national newspapers and similar school-related productions.

Consent is requested from each parent. Should the parent wish to have his/her child's photograph removed from the school website, brochure, yearbooks, newsletters etc. at any time, we will duly comply on receipt of a written request to the school principal or by revoking permission below, here in the App. Please note that any images/videos published by the school in yearbooks, newsletters, papers etc. up to this date, will remain in place based on previous consent given. No further images/videos will be published after the date of revocation.

Confirmation:

☐ I consent ☒ I do not consent



## Medical Form

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

**Medical Form**

The following information must be supplied to the school so we can ensure the highest level of care for your son/daughter. If during the course of the school year your child becomes ill or is receiving medical attention and/or medication, please inform the school as soon as possible.

**Matt Toms**

**Emergency Contact 1**

Contact Name  
Marian

Contact Mobile Number  
+353851231234

**Emergency Contact 2**

Contact Name  
Jennie

Contact Mobile Number  
+353851234567

**Family Doctor**

Name

Address

**Medical Form**

**Medical Insurance/ Medical Card No**

Medical Insurer

Medical Insurance No.

Medical Card No.

**Current and Past Medical Info**

- Disability Information
  - ☐ 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
  - ☐ Problems with incontinence



# Registering for the App

1

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

2

## DOWNLOAD

Coláiste Iascaigh App 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**

