



OLS Systems Overview

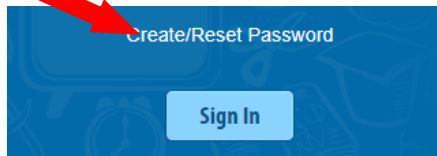


VSware is used:

- ⇒ To manage all our school information, including parents' contact details.
- ⇒ By teachers to take class rolls and write reports.
- ⇒ By parents to read students' reports.

Parent action needed:

Parents receive a text from the school office with a username and instructions and follow these to create their own password for future access:



Important:

If parents change their contact details they must contact the school office to request that the VSware record is changed. VSware details feed all of the school systems so an inaccuracy here compromises the other systems.



The School App is used:

- ⇒ By parents to notify the school about student absence/late arrival/permission to leave early.
- ⇒ By parents to submit permission slips for trips.
- ⇒ By students & parents to receive notifications about school events/news.

Parent action needed:

Parents need to download the app and **register as a parent**, using **the email address and phone number** that are **on the school VSware records** for the parent.

Further App Download Information is under the Documents tab on the school website.

Important:

If a parent registers with contact information that does not match VSware records, the app will not recognise the parent and access to attendance and permission features will not be granted.

If you need to amend school records, please email admin@olschool.ie.

If you have another difficulty accessing the app please contact the app company on 01- 8603477.

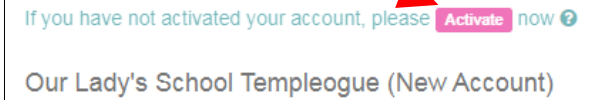


Easy Payments is used:

- ⇒ By parents to pay various school costs that arise throughout the school year.

Parent action needed:

Click on the Easy Payments icon (pictured above) on the website banner and then follow the instructions to set up a new account:



Important:

Parents need to use **the email address and phone number** that are **on the school VSware records** for the parent.

If a parent registers with alternative contact information, the system will not recognise the parent.

If you need to amend school records, please email admin@olschool.ie.

If you have another difficulty accessing Easy Payments please email password@olschool.ie.

Parents: Your co-operation in working with us to build strong communications systems in our school is very much appreciated. Links to all our school systems are at the top of the school website. Easy Payments is accessible via Shop on the App menu. If further clarification is needed, please contact admin@olschool.ie.

Easy Payments

VSware

App

