



# OLS Systems Overview

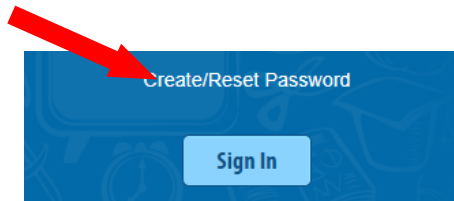


## VShare is used:

- ⇒ 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, check attendance and input Senior Cycle subject choice.

## 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 VShare record is changed. VShare 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 consent forms 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 VShare records** for the parent. If you need to amend school records, please email admin@olschool.ie.

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

## Important:

Please input all absence/ late/ permission to leave early notes **BEFORE** the school day begins. This enables the office to process the information efficiently so that student attendance records are accurate.

## Support:

If you have any difficulty accessing the app please contact the app company at support@uniqueschools.ie.

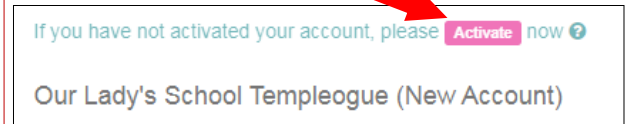


## Easy Payments is used:

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

## Parent action needed:

First, 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 VShare records** for the parent.

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

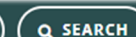
If you need to amend school records, please email admin@olschool.ie.

If you have another difficulty accessing Easy Payments please email admin@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 and VShare are also accessible via the App menu.



www.olschool.ie



NEWS CALENDAR GALLERY CONTACT

OUR SCHOOL ADMISSIONS CURRICULUM CO-CURRICULUM DOCUMENTS