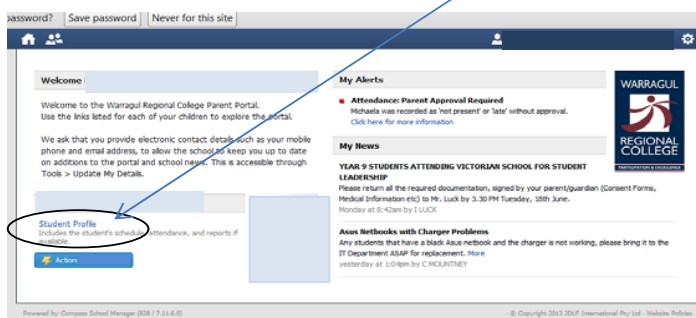


## PRINTING EXCURSION PERMISSION SLIPS

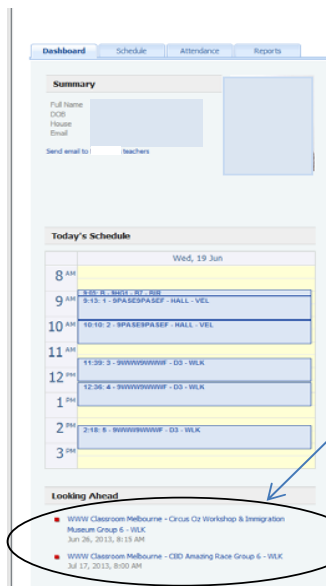
It is possible for parents to print their students Excursion permission slips only if the excursion is published to parents. Only Excursions with no cost will be published to parents at this stage. Note that permission slips for all excursions can be printed from the students Compass page. Therefore your student can print their forgotten permission slips at home.

For parents to print excursion permission notes.

- After logging on select the students profile from the welcome page.



Students and Parents can view all upcoming Excursions/Events under the students Schedule in 'Looking Ahead'.



- To access the details of Excursions/Events and the permission slip click on the Excursions/Event. E.g. www Classroom Melbourne.
- PLEASE NOTE: Permission slips are only available on the parent's portal if the excursion has been published to parents. Students can view and print all their excursion permission forms through their student portal.

- Each Excursions/Event selected will open the screen with the details (Date, time & cost) and the 'Printable Consent/Payment Form'.

