



To Parents / Caregivers of Students at Wirreanda Secondary School,

Please see below information regarding accessing end of term reports for your children.

This note is also to let you know that Parent/Student /Teacher Conversations will be held on **Wednesday 3rd May, 11.00am - 8.00pm**. The appointment times are made online and each student will receive details and logins on how this is done through their Home Group teacher.

Please note that this day is a school closure day to facilitate interviews for the entire school.

The details of accessing reports are below:

TERM 1 REPORTS/ DAYMAP – THE PARENT PORTAL

Student Progress Reports can be accessed via the DayMap Parent Portal.

As well as accessing your student's report the Parent Portal will allow you, as a parent/ caregiver of a Wirreanda Secondary School student, to see some information regarding certain aspects of your student's day at school, such as attendance.

If you already have logged into the Parent Portal you do not need to do anything further, other than ensure that you have kept your login and password handy.

If you have not logged into the Parent Portal before, it is vital that you do so over the next two weeks.

Follow the following steps:

1. Ensure you have given WSS your up to date email address - please email Kerry Gifford (kerry.gifford340@schools.sa.edu.au) or phone (8329 7219) to update this information.
2. Once this has been done, allow 24 hours for the information to register in DayMap
3. To access the DayMap Parent Portal, go to the Wirreanda Secondary School (WSS) website: www.wirreandasecondary.sa.edu.au
4. Click on the DAYMAP LOGIN tab at the top, and click 'New User?'
5. Enter the email address you have provided the school, and your student's student ID number which can be found on their Student ID card
6. Your login information will be sent to that email address – go back to the WSS website, click on Parent Portal and enter your information just emailed. If you have more than 1 student at WSS, all students should be visible.
7. From there click on the 'Student Profile'.

Student reports will be sent out via the Parent Portal between 12:00pm and 3:00pm on the last Thursday of Term 1 (13/04/2017).

Regards,

Shane Cunningham
Senior Leader
Wirreanda Secondary School