# NEW CALVARY APP

# HOW TO GUIDE



Download on the **App Store**

GET IT ON **Google Play**
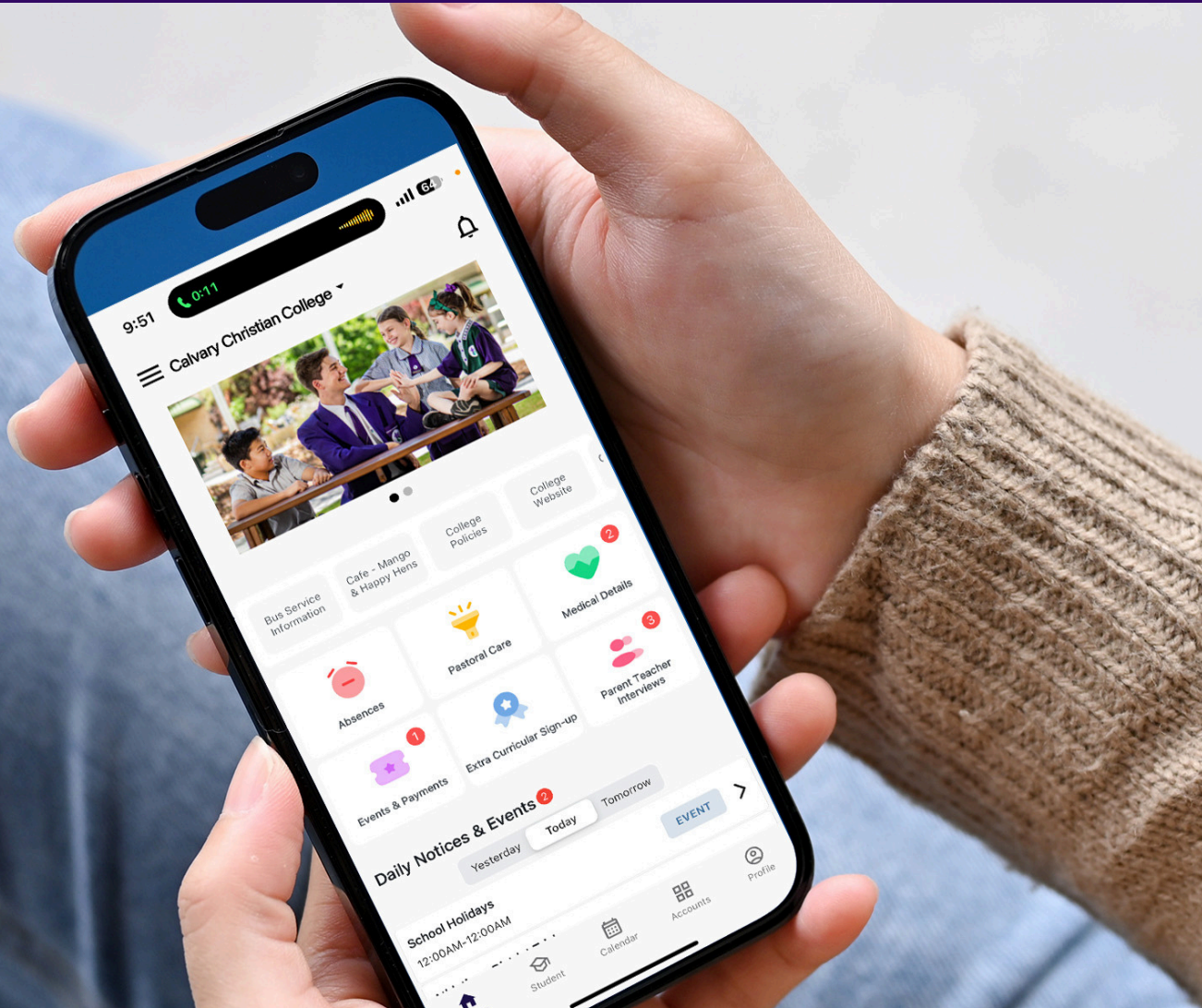
**CALVARY** CHRISTIAN COLLEGE

centre for innovative learning design

Fearlessly *Authentic* Learners

# CALVARY
## CHRISTIAN COLLEGE

# STEP 1: ON YOUR SMART PHONE DOWNLOAD THE NEW APP

Clicking below will automatically take you to the Calvary page

## DOWNLOAD HERE
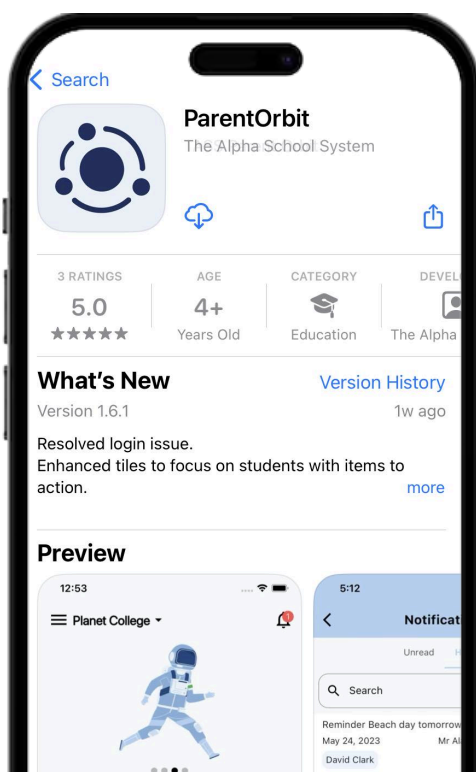
---
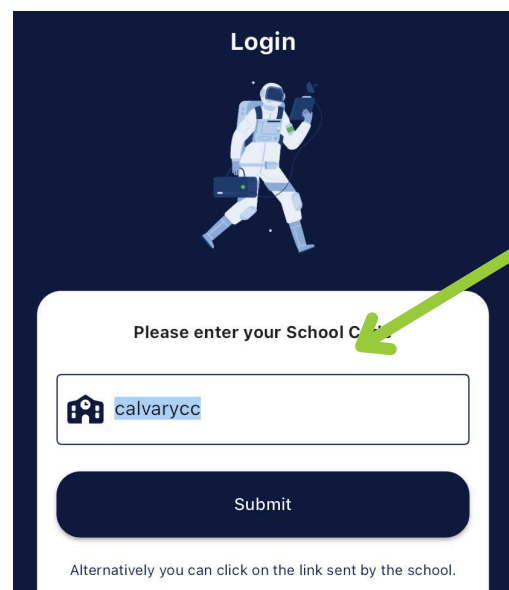
# OR GO TO THE APP STORE AND SEARCH FOR

🔍 'PARENT ORBIT'

Download on the **App Store**

GET IT ON **Google Play**

---

**If it asks for a school code, type: calvarycc**

ParentOrbit
The Alpha School System

| 3 RATINGS | AGE | CATEGORY | DEVEL- |
|---|---|---|---|
| 5.0 ★★★★★ | 4+ Years Old | 🎓 Education | The Alpha |

**What's New**          Version History
Version 1.6.1                1w ago
Resolved login issue.
Enhanced tiles to focus on students with items to action.          more

**Preview**

12:53
☰ Planet College ▾

5:12
‹ Notificat
Unread
🔍 Search
Reminder Beach day tomorrow
May 24, 2023          Mr A
David Clark

**Login**

Please enter your School C...

🏫 calvarycc

Submit

Alternatively you can click on the link sent by the school.

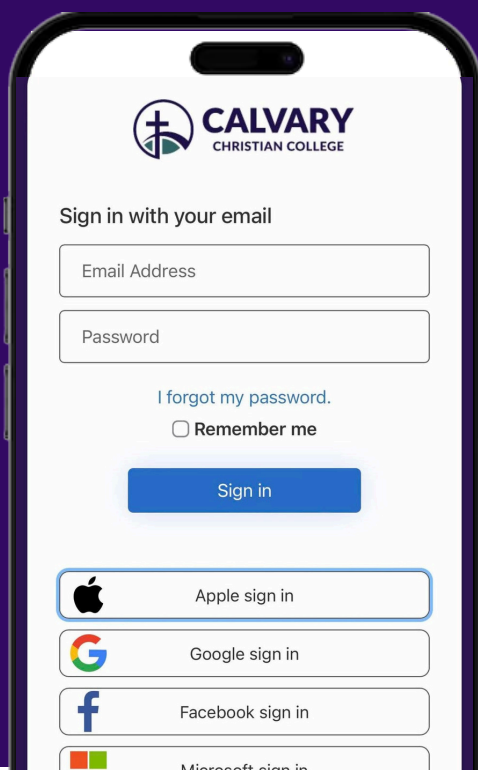**Then click 'Login, followed by 'Continue'**

# CALVARY
## CHRISTIAN COLLEGE
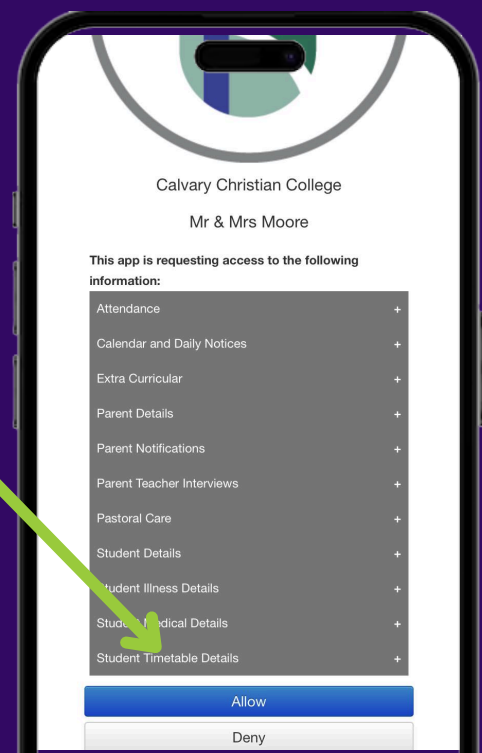
# STEP 2: LOGGING INTO THE APP

## NEW PARENTS

If you are a new family to Calvary, you will receive an email from us with your login information. You can link the account to Apple, Google, Facebook, Microsoft accounts.

## CURRENT PARENTS

Use your current Parent Lounge login account details:
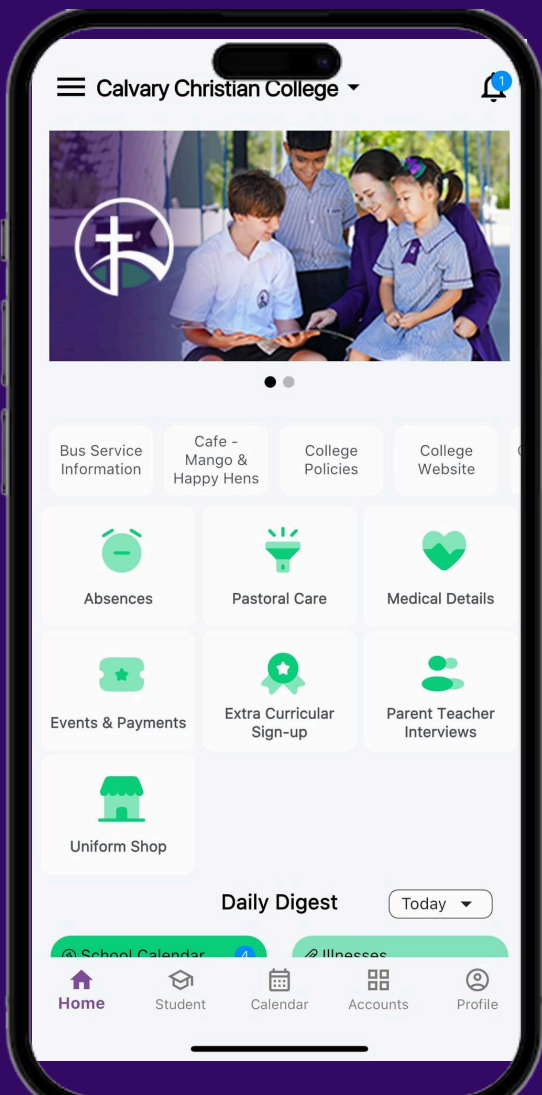
**Sign in with your email**

Email Address

Password

I forgot my password.

☐ Remember me

Sign in

 Apple sign in

G Google sign in

f Facebook sign in

Microsoft sign in

**Click: 'Allow'** at the bottom of the screen

Calvary Christian College

Mr & Mrs Moore

**This app is requesting access to the following information:**

| Attendance | + |
| Calendar and Daily Notices | + |
| Extra Curricular | + |
| Parent Details | + |
| Parent Notifications | + |
| Parent Teacher Interviews | + |
| Pastoral Care | + |
| Student Details | + |
| Student Illness Details | + |
| Student Medical Details | + |
| Student Timetable Details | + |

Allow

Deny

# CALVARY
## CHRISTIAN COLLEGE

# WELCOME TO THE NEW CALVARY APP

## You can do the following actions in the App

- Log an absentee for your child
- Look up school contact information
- Read the Daily Notices Reminders, Events & School Calendar
- Update your child's medical details
- Update your address details
- Book a Parent teacher interview
- Order Tuckshop for both campuses
- Bus information
- Student Information: Pastoral Care, Sick bay entries, Academic Reports
- Pay School Fees and invoices
- Approve permission forms: excursions/other events

# CALVARY
## CHRISTIAN COLLEGE

# HOW TO: LOAD AN ABSENTEE

Click on **Absentees** on the home page. This will take you to the Absentees page. Click **'+ Add Absentee'** button and fill out the information. then press **'Submit'**
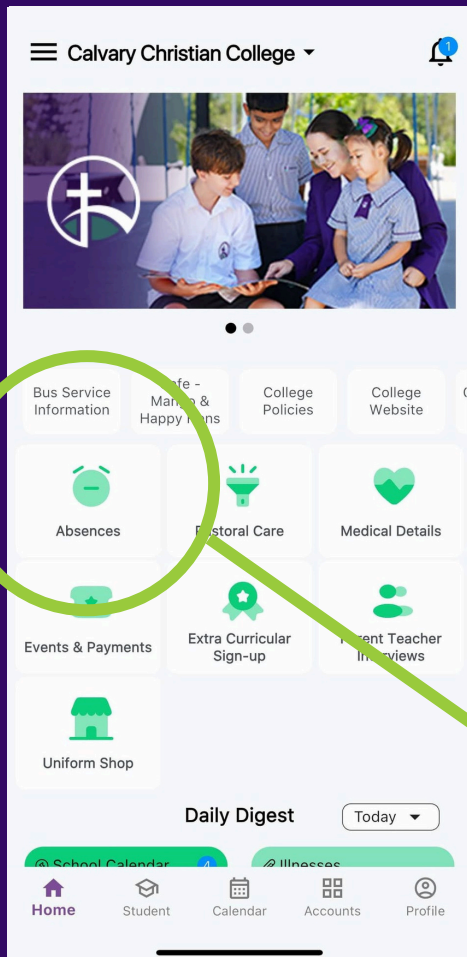
# CALVARY
## CHRISTIAN COLLEGE

# HOW TO: ACCESS SCHOOL LINKS

Click on the Hamburger icon at the top left corner which opens up a menu down the left hand side.
Click on '**School Links**' and then '**Parent General Information**'
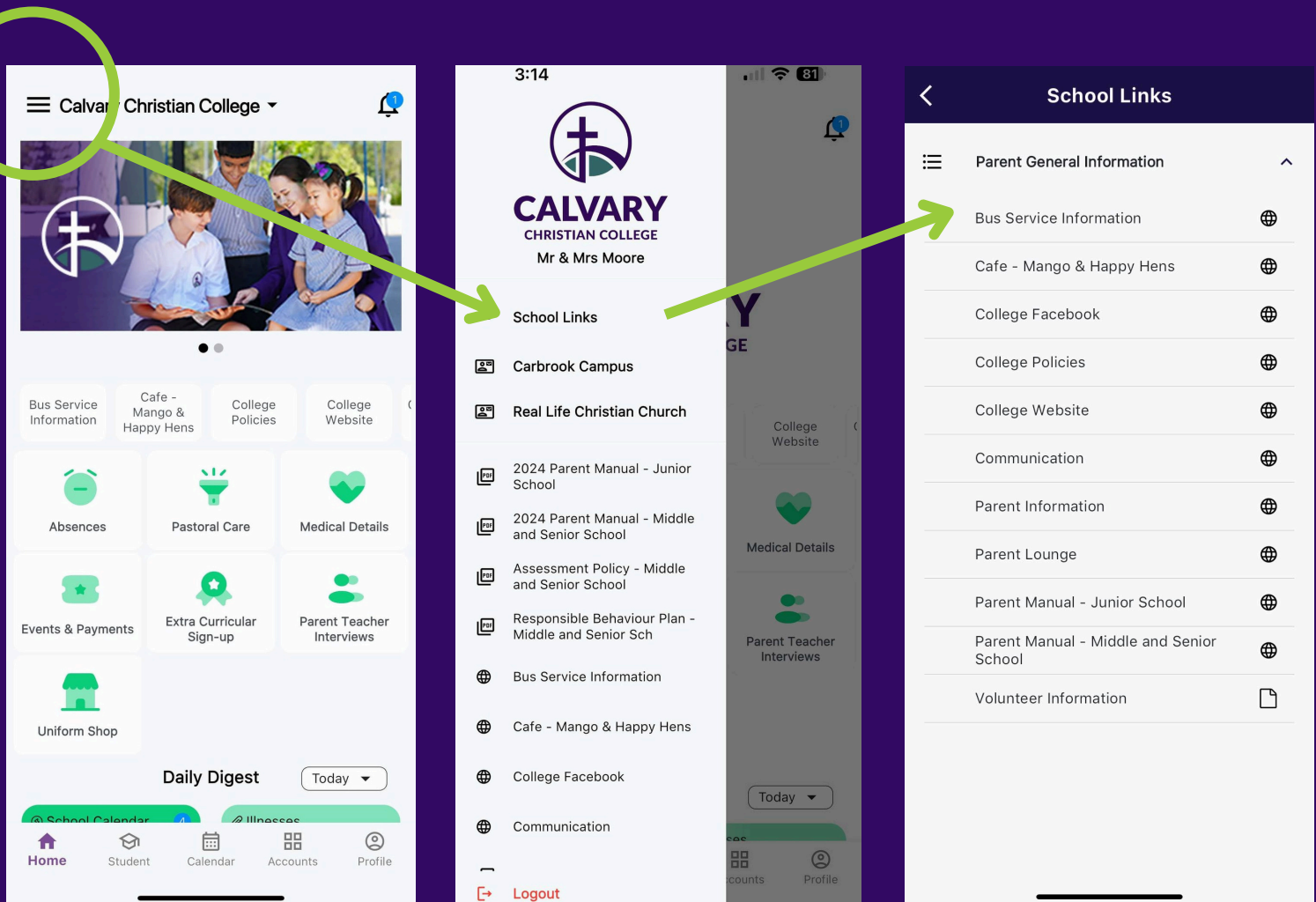


This gives you quick links to information on our Calvary website, Facebook, Tuckshop ordering and more.

# CALVARY
## CHRISTIAN COLLEGE

# HOW TO: ACCESS CONTACT INFO

Click on the "Hamburger icon again, and then **Carbrook Campus** or **Springwood Campus**.
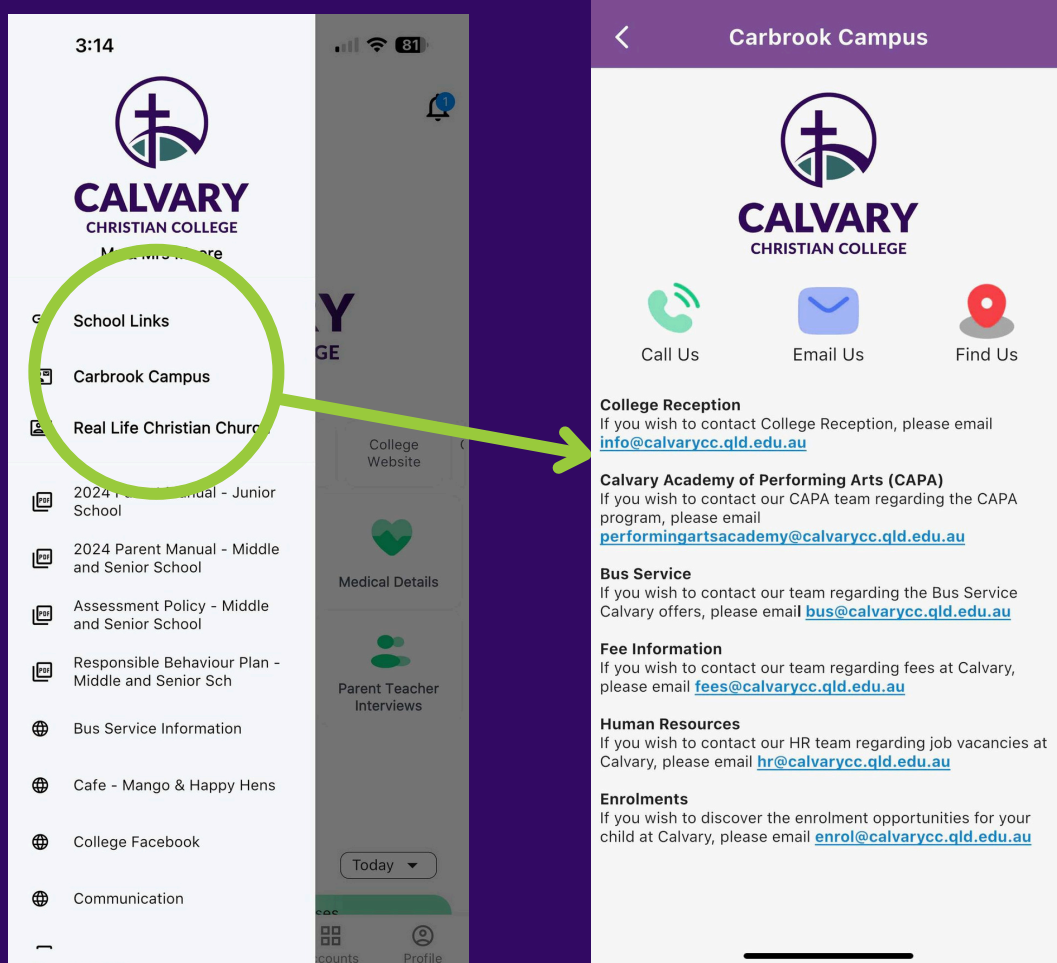
Contact information for each campus includes phone/email/location plus other helpful links and email addresses for the College.

# CALVARY
## CHRISTIAN COLLEGE

# HOW TO: ACCESS DAILY NOTICES, EVENTS AND CALENDAR

Click on the **'Calendar tab'** at the bottom of the menu, then select either **'School Calendar'** or **'Daily Notices'**. You can click on the filter icon to select which calendar sector you would like to view.

*Filter sector*
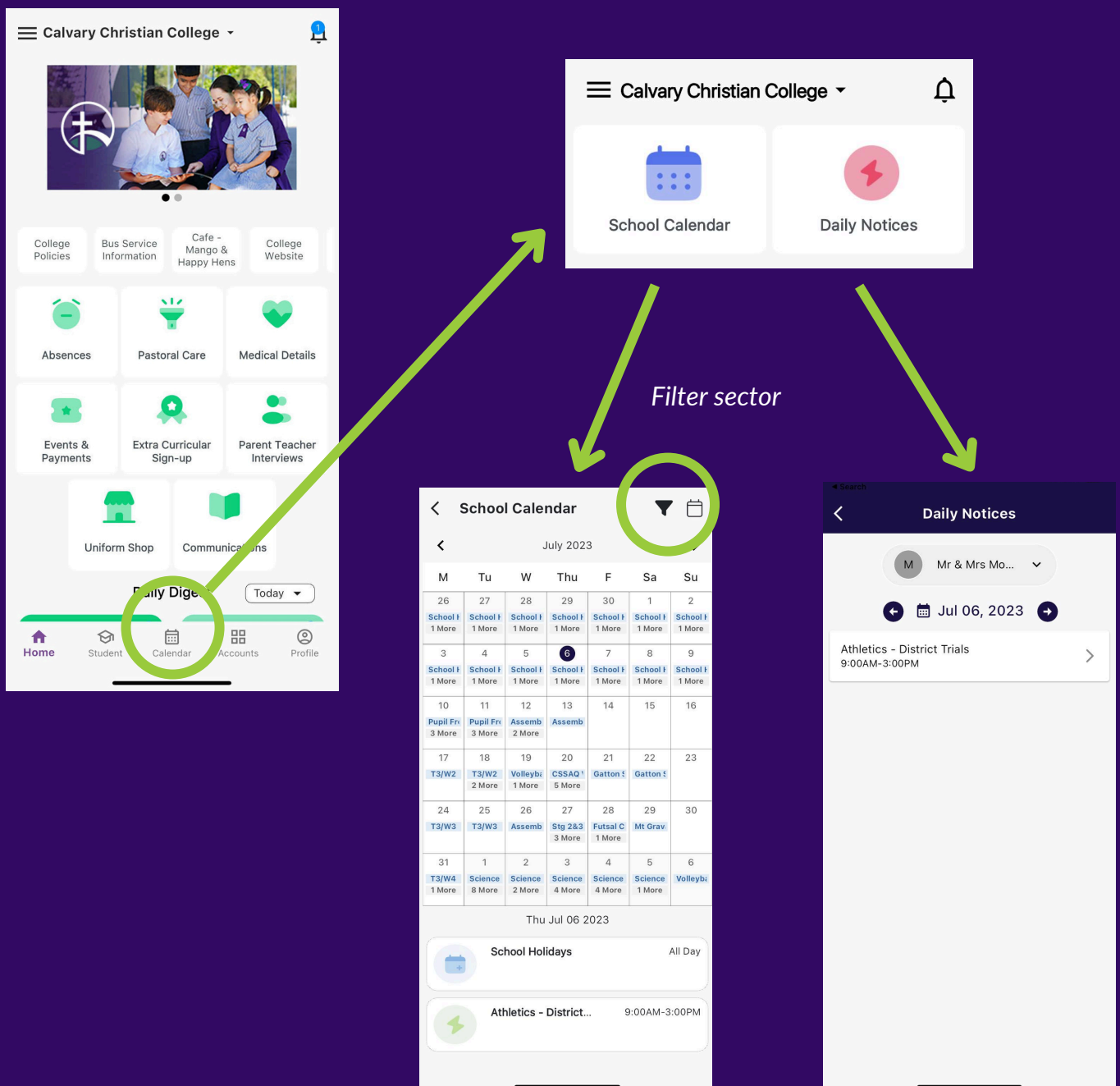
# CALVARY
## CHRISTIAN COLLEGE

# HOW TO: PAY SCHOOL FEES

Click on the **'Accounts tab'** option below and then **'School Fees Account'**. If you have any issues please email fees@calvarycc.qld.edu.au or
call 3287 6222 and ask to speak to the Fees department.
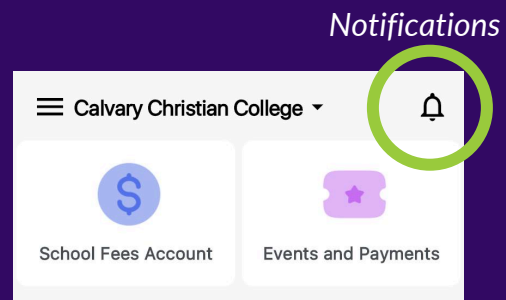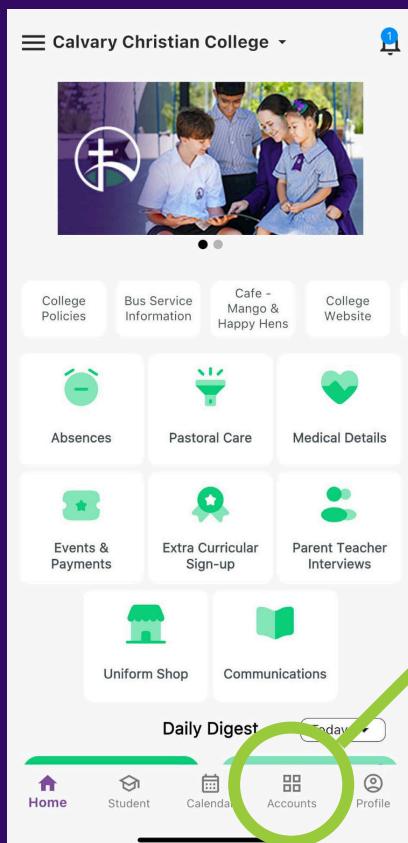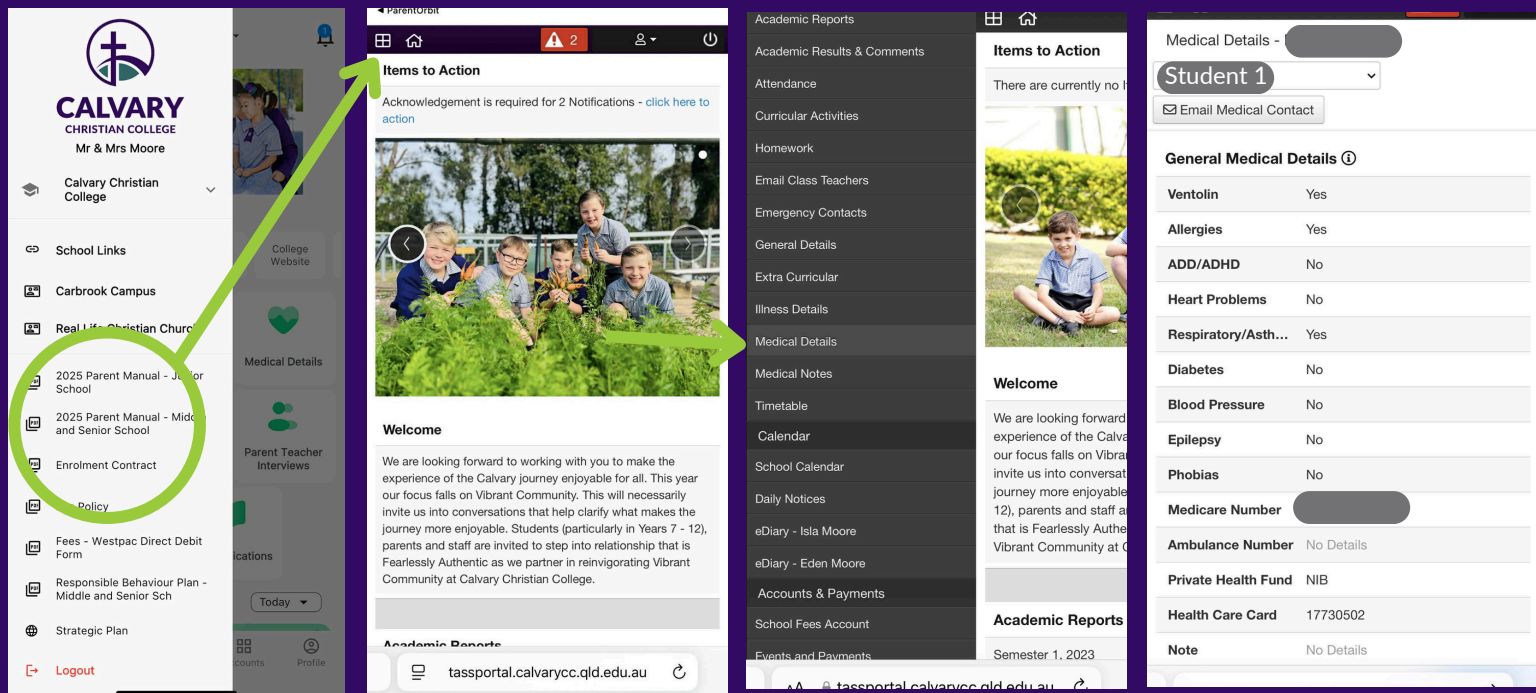


*Notifications*

*Click here to
approve permissions*

**Events & Payments** refers to parent permissions that are set up for extra curricular activities in the College. You will see a notification come through the App to remind you to approve for your student.

# CALVARY
## CHRISTIAN COLLEGE

# HOW TO: UPDATE MEDICAL RECORDS

You can still update your students medical details through the Parent Lounge. You can access it through the dropdown menu and select **'Parent Lounge'.**

*Please note the App will be updated later in the Term, to give you the ability to update medical details via the App.*

# CALVARY
## CHRISTIAN COLLEGE

# HOW TO: BOOK A PARENT TEACHER INTERVIEW

Click on **'Parent Teacher Interview'** and then select the next option to select the date and time.

# CALVARY
## CHRISTIAN COLLEGE
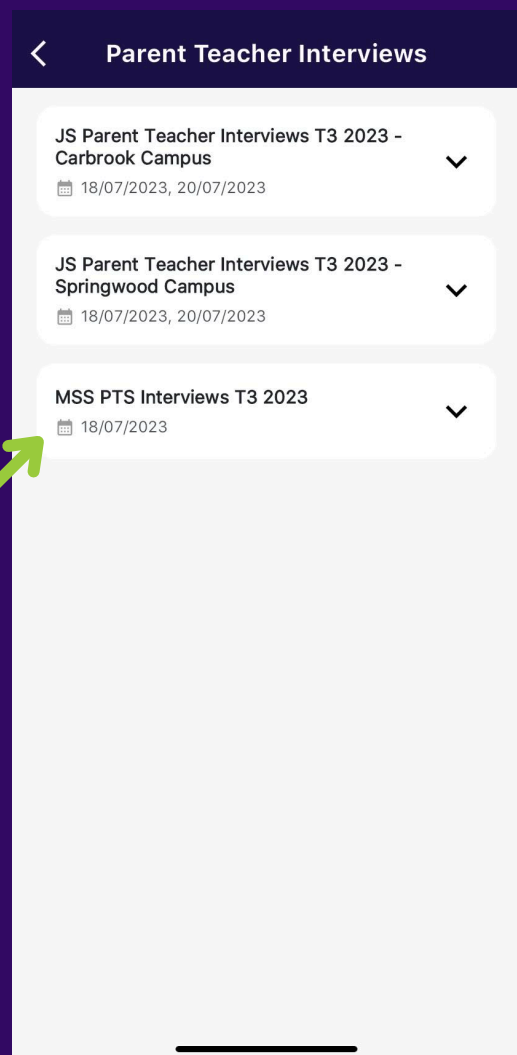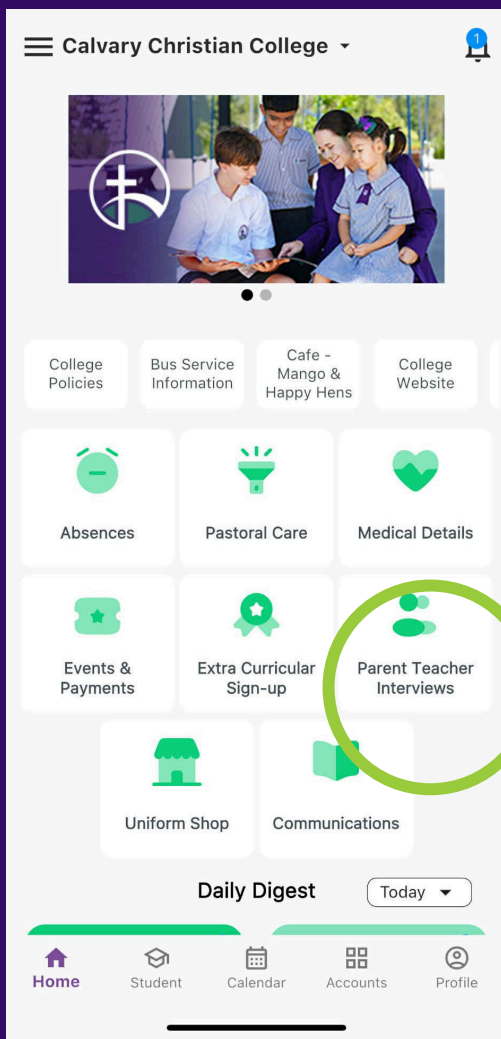
# HOW TO: ORDER CAFE LUNCH

The process hasn't changed for ordering food for your student from Mango Café (CBK) & Happy Hens Cafe (SWD).

The College uses My Student Account (MSA) for ordering.

Your login details for Parent Lounge/App are also used to access My Student Account (MSA). See the link below to access: https://secure.mystudentaccount.com.au/

# CALVARY
## CHRISTIAN COLLEGE
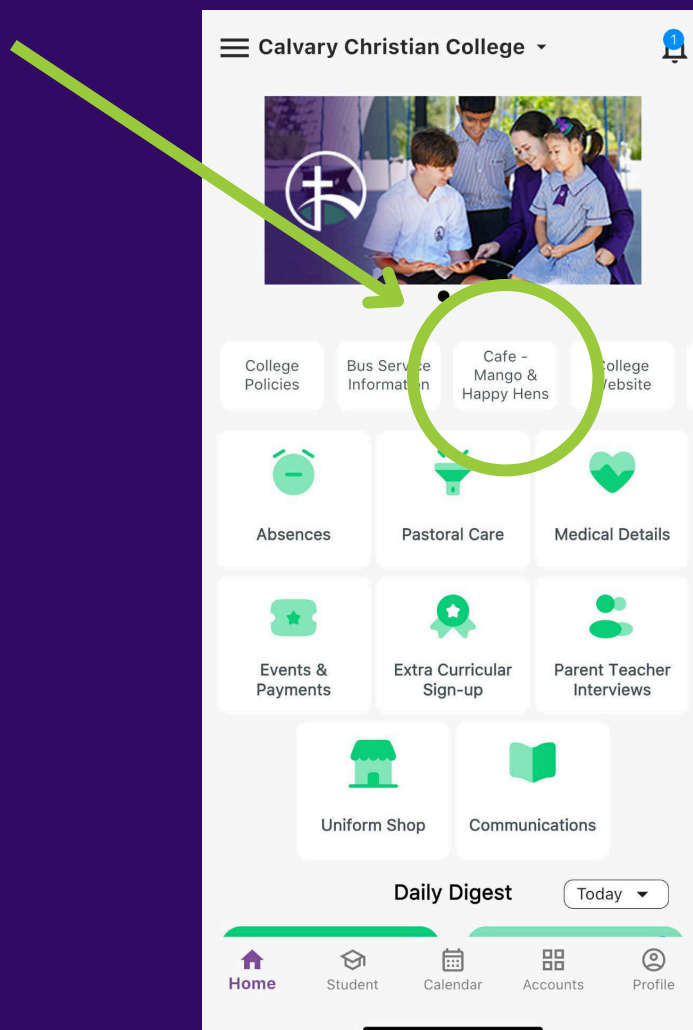
# HOW TO: FIND BUS INFORMATION

The process hasn't changed for our Bus services, we are still using the Bus Minder App.

If you are a new family to the school and will be using the Bus services, please download the **RollCall Parent App** through the App Store or Google Play.
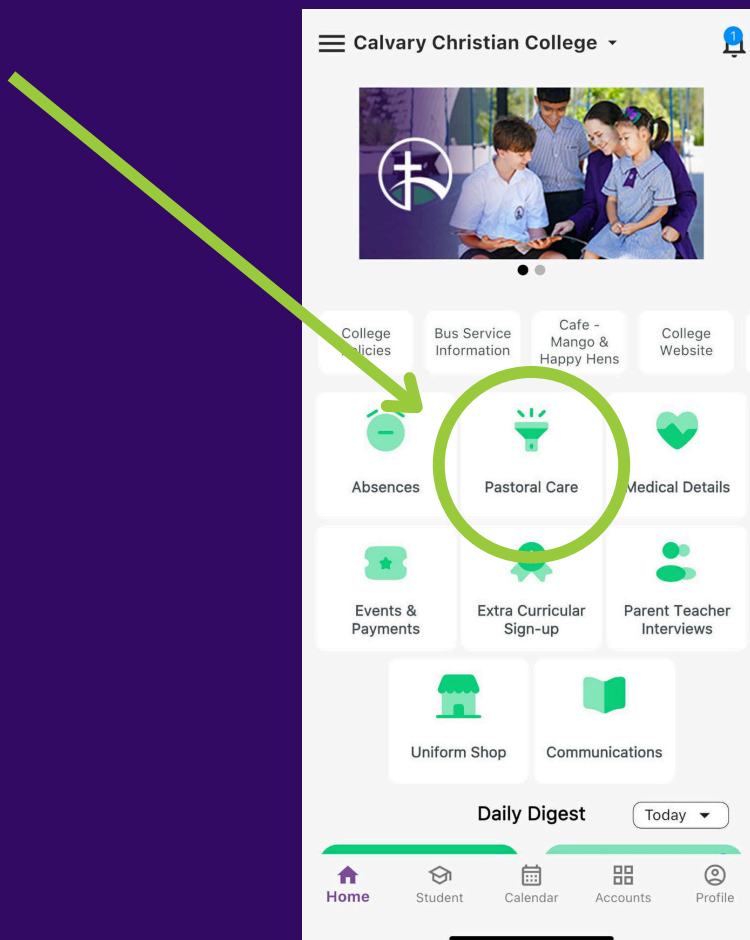
*New parents Download App*

# CALVARY
## CHRISTIAN COLLEGE
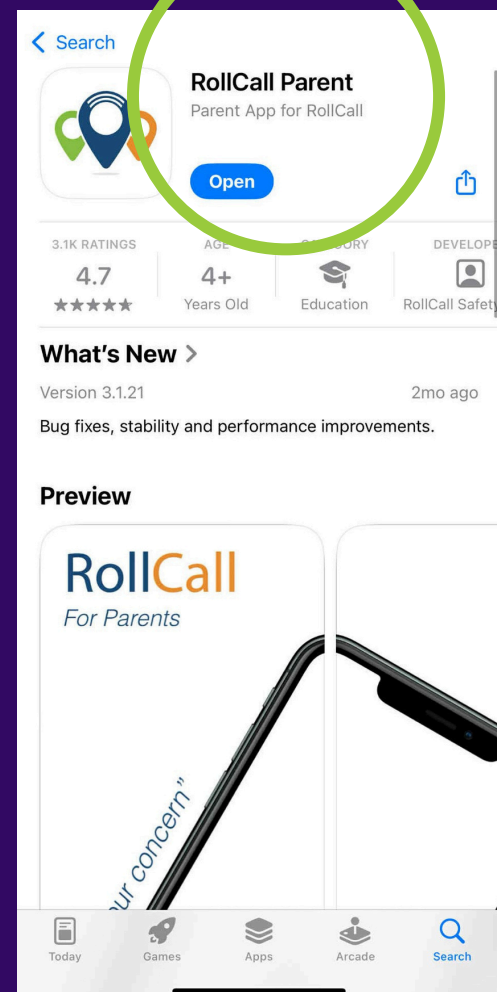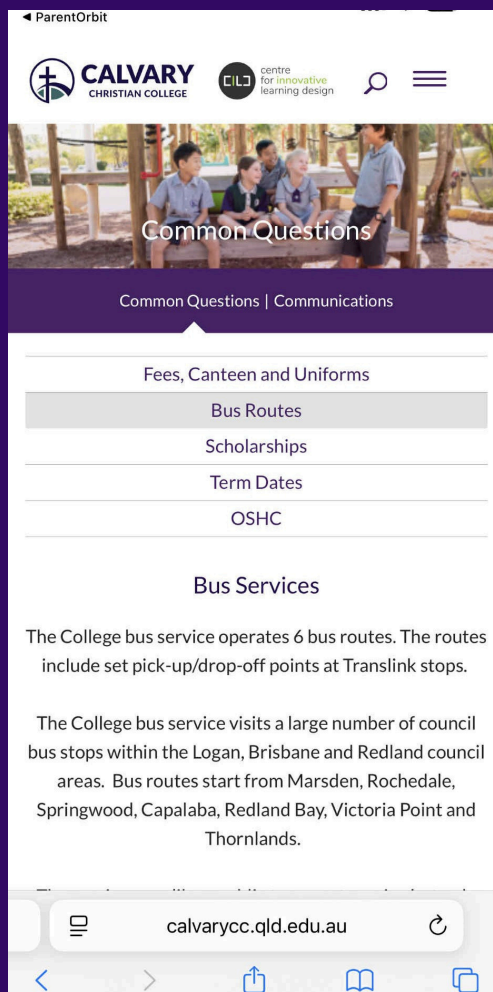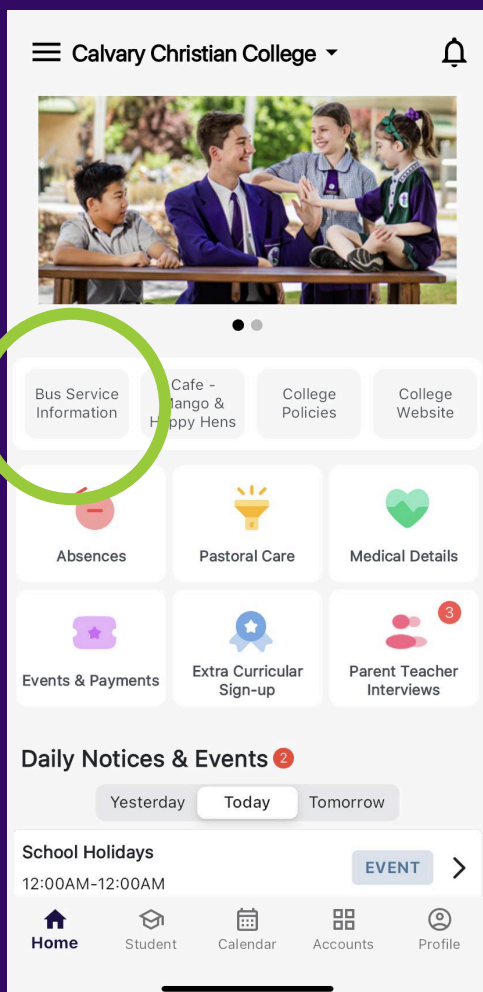
# HOW TO: FIND PASTORAL CARE ALERTS

This section relates to *Middle Senior School* **students only** and will show you a record of the Pastoral Care entries that have been made about your child.

**Entries relate to:**
- Uniform infringements
- Homework/Assessments incomplete

# CALVARY
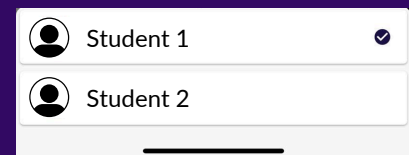## CHRISTIAN COLLEGE

# HOW TO: FIND ILLNESS DETAILS LOG
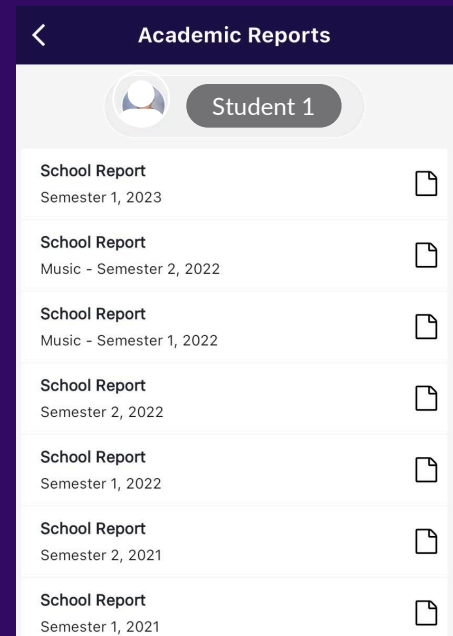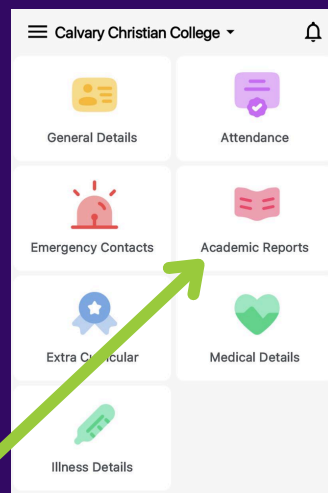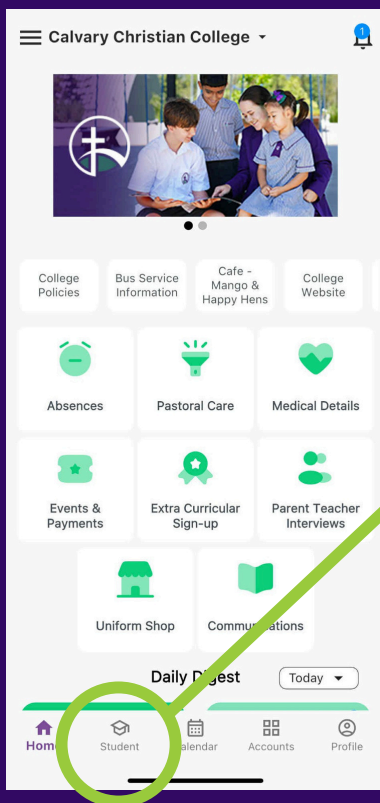
This section of the App shows your childs illness details and presentations at the Health Hub. Click through to 'Student' then 'Illness Details'. From there you can toggle between students.



*Toggle between students*

# CALVARY
## CHRISTIAN COLLEGE
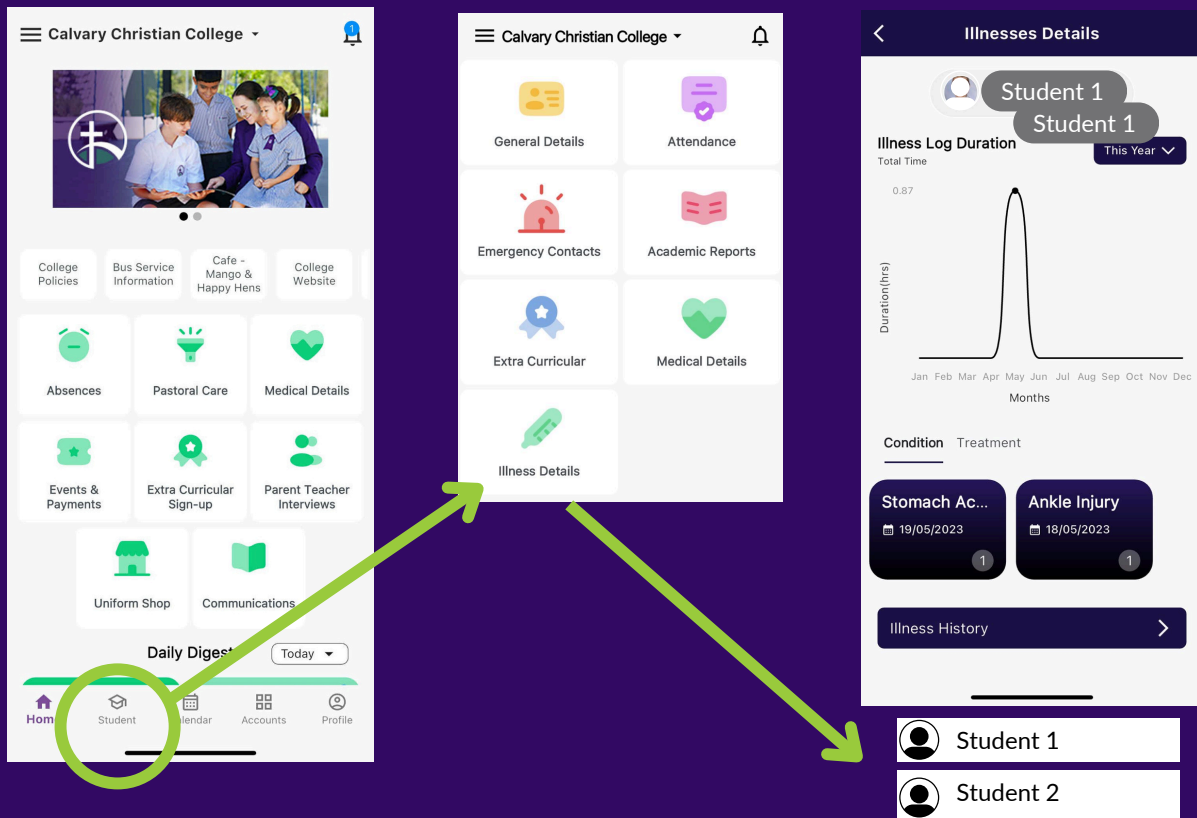
# HOW TO: FIND ACDEMIC REPORTS

Click through to **'Student'** then **'Academic Reports'**. From there you can toggle between students.



*Toggle between students*