

5 Easy Steps to Staying Informed

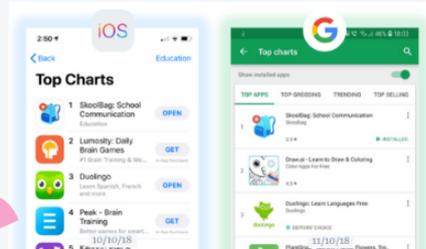


SkoolBag is the easiest way to stay up-to-date with school events, last minute notices, newsletters and all your school's communications.

1. Download SkoolBag

Search SkoolBag in the Apple App or Google Play Store, download the FREE app:

SkoolBag: School Communication



2. Create an Account

Follow the prompts to create your account in seconds.

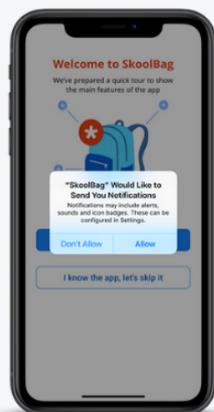
3. Add your School

Type your school's name and press enter. Tap the plus icon to add.



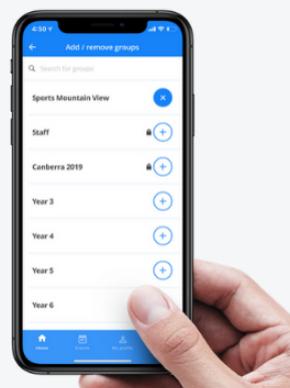
4. Allow Notifications

Ensure you Allow SkoolBag to send you push notifications when prompted.



5. Subscribe to Groups

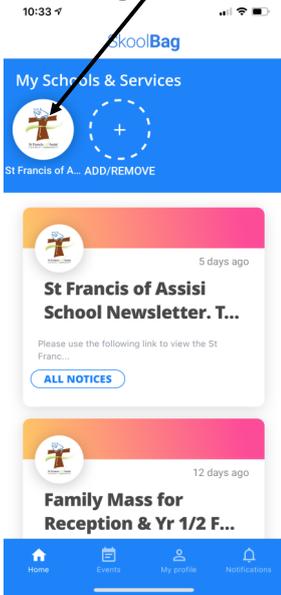
Select Year Groups / Sports Teams to appear in your feed.



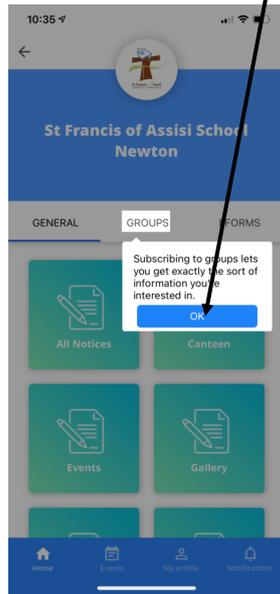
How to update your GROUPS on the St Francis of Assisi Skoolbag app.

To join a 'Group' means to join a group within our Skoolbag app for specific to your child/rens year level. If a notice goes out to a particular year level, then the WHOLE school wont receive only the parents of that year level. Please follow the instructions below to to join the Group (year level) that your child/ren are in.

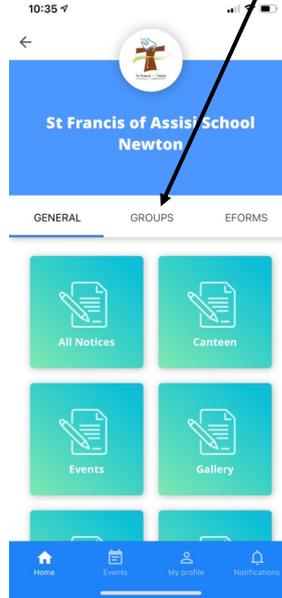
1. Open your Skoolbag app & click on the St Francis logo



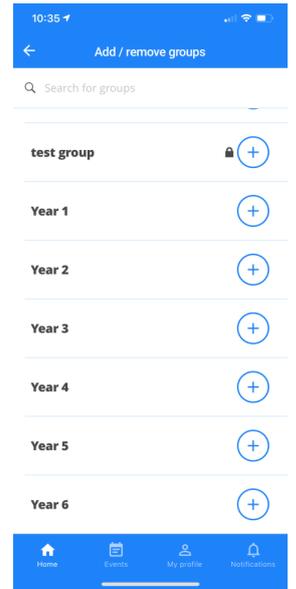
2. If not subscribed to groups before click ok.



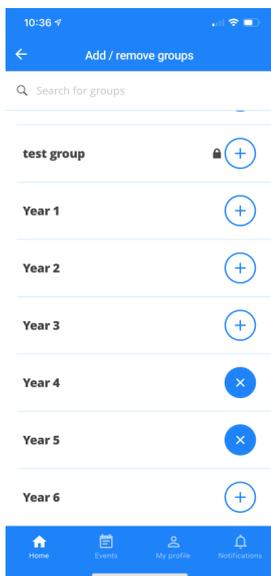
3. Then click on Groups



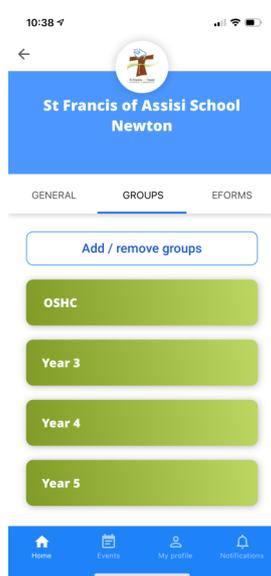
4. Click on the year level of your children to add that year level.



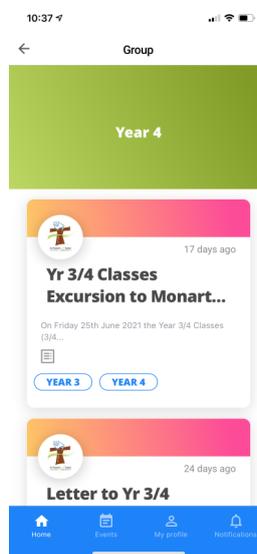
5. Year 4 and Year 5 added



6. Groups page will now display your added groups



7. Click into the year level group to see items that have been added for that year level.



Eforms

Click on Eforms to find the 'Daily Absentee' Eform and 'change of details' Eform .

