

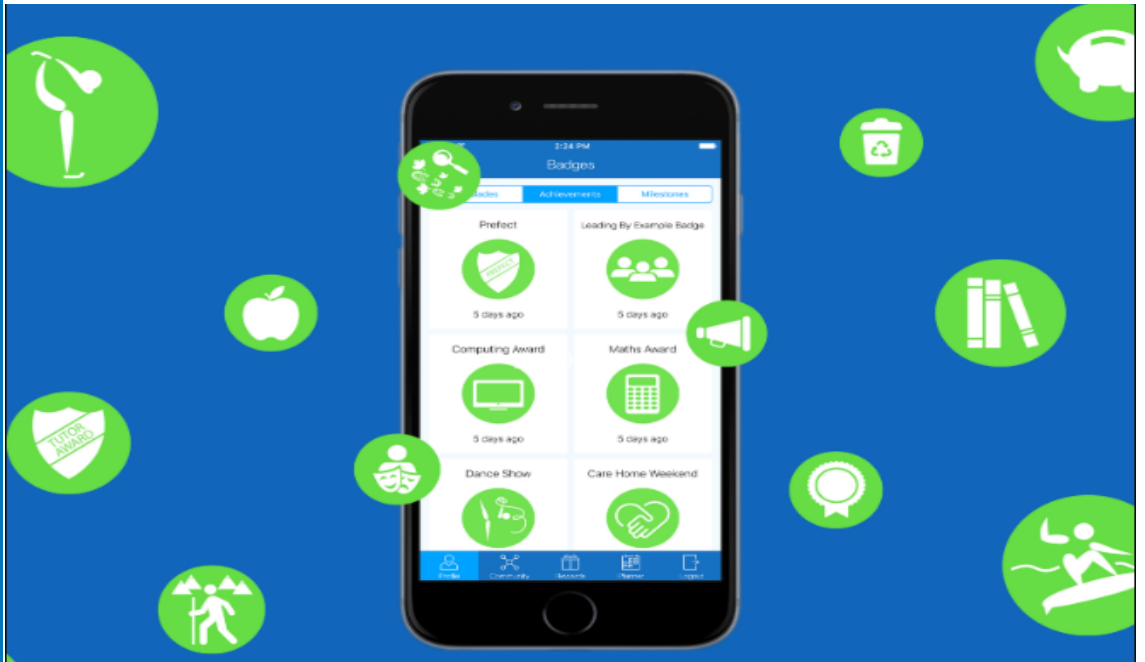
# Parents' EPRAISE Handbook 2020



**Swindon Academy**  
The best in everyone™  
Part of United Learning

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Provider

# epraise.co.uk



# Epraise at Swindon Academy

At Swindon Academy we use Epraise to help parents engage more with their children's education. This guide will explain how to get started and use some of the most popular tools available on Epraise.

From September 2020 we will be using Epraise as our main method of communicating with parents.

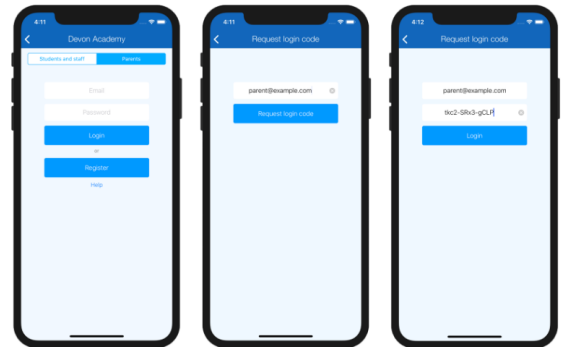


**IT IS ESSENTIAL THAT PARENTS SIGN UP FOR EPRAISE**

## Accessing Epraise — Via App

To register on the iOS or Android App you can:

1. Download the app (just search for Epraise in your app store) and open it
2. Select Swindon Academy Secondary
3. Tap the 'Register' button
4. Enter the email address that has already been given to the school. **You must use the email address on our system.**
5. Tap the 'Request login code' button
6. Enter the login code sent via email and then Tap 'Login'

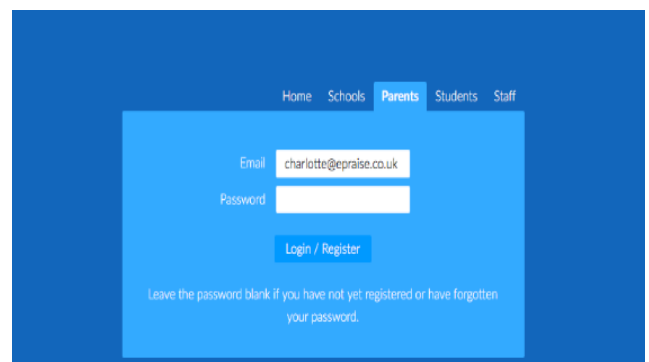


If your email address does not work, please contact Carly Jones on 01793 426966 or via email at: [carly.jones@swindon-academy.org](mailto:carly.jones@swindon-academy.org)

## Accessing EPRAISE — Via App

Go to [epraise.co.uk](http://epraise.co.uk)

1. Click login
2. Select Swindon Academy Secondary
3. Select the Parent tab
4. Enter the email address you gave to the school (leave the password blank)
5. Click the Login/Register button
6. Follow the instructions in the email that is sent to you
7. Once you have clicked the Login/Register button, you should receive an email that contains a link to create your Epraise password. **This link remains active for 24 hours so you will need to use it within that time or repeat the steps above to obtain a new email. Please check your junk email if you do not receive the email.**



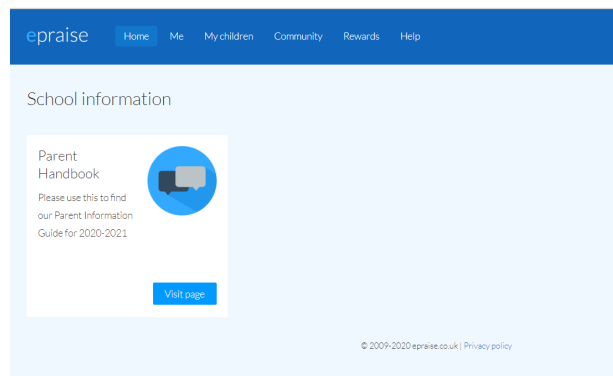
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## School Information on Epraise

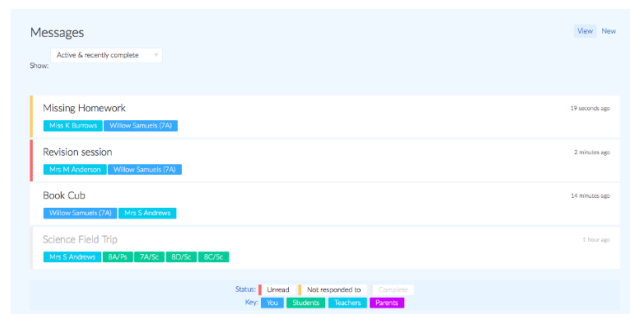
On the school information page, we will post links to useful documents such as the Parents' Handbook, Newsletters, parent letters etc.

We are going paperless in September so all letters will be posted on Epraise.

**You can find the school information under Home > School information on the Epraise website and under the More menu on the app.**



## Parent Messages on Epraise



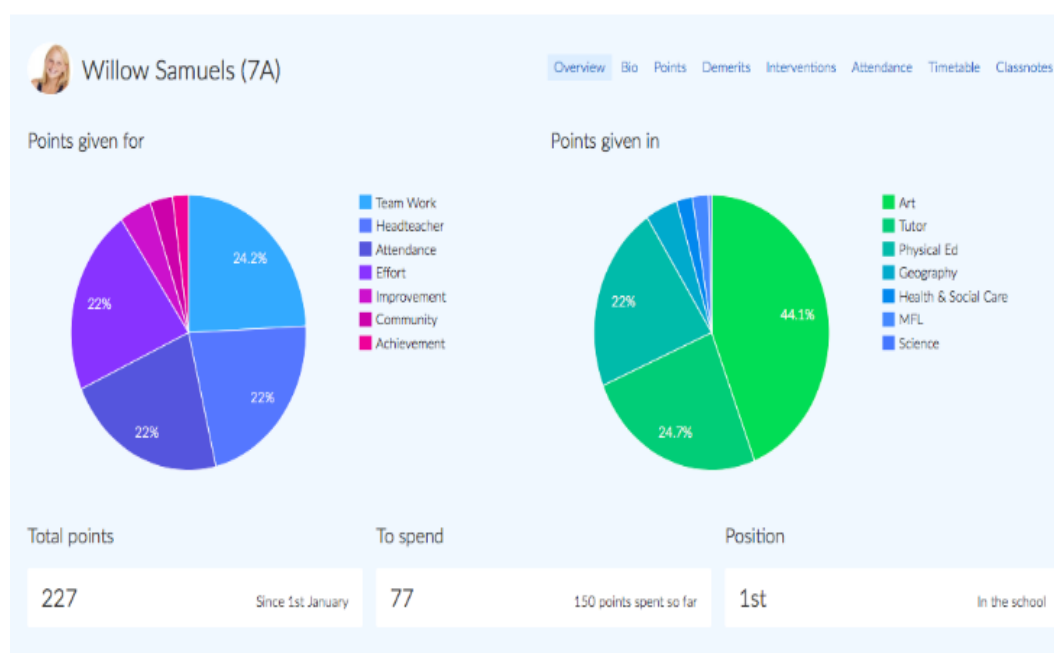
On the Epraise website, you can find your messages under Me > Messages. On the App there is a dedicated messages tab.

Messages allow you to send and receive messages from/to your child's/children's teacher so you can keep up to date with any communication. To create a new message select the New button at the top right. Once you have selected your child, you should see a list of all their teachers. Note that messages sent by the school to multiple parents cannot be responded to and are moved to the 'completed' section once you have read them.

As well as sending positive and general messages to parents via Epraise, **we will use Epraise messages to let you know about any detentions your child receives and/or if they are placed in the RZONE.**

## Your Child's Profile on Epraise

On the Epraise website, you can view your child/children's profiles under the My Children tab. On the app, they are listed as tabs on the main screen. Here you can see how your child is doing in school, in areas such as achievement, behaviour, interventions attendance etc.



# Your Child's Planner on Epraise

On the Epraise website, you can find out about the homework that your child has been set.

You can keep a track on their completion rates by going to on the website, selecting My Children > Planner and on the app you can find this under the More menu for each child.

On the right hand side you can select View, to see either homework that as been set that day, or homework that is due.

Planner

Willow Samuels (7A)

Weekly Due

Show

By due date

By set date

Both due & set

Key

- Set
- Due
- Overdue
- Completed
- Not homework

Day	Date	Subject	Task	Status
Sunday	12th August			
Monday	13th August	Art	Please bring an old shirt for work today.	Set
Tuesday	14th August	English	Read chapters 10-16	Set
Wednesday	15th August	German	Memorise the list of translation in prep for next	Set
Wednesday	15th August	Religious Ed	Please go onto BBC bitesize and finish watching those clips on Islam before next lesson.	Set
Thursday	16th August	7A	Don't forget your consent forms for the year 7 school	Set
Friday	17th August	English	Using empathy as a theme, write up an analysis of each	Set
Friday	17th August	Religious Ed	Going into the village to have a look at the old church and	Set
Friday	17th August	Science	Finish off your written experiment. Don't forget to	Set

# Parent Events on Epraise

Due to the need to go paperless, we are introducing booking parent meetings via Epraise. Parent's events can be found on the Epraise website under Community > Parents' Evenings or on the app under the More menu. To view your schedule just click on the event you want. You may get invited or be given an option to book appointments to see your child's/children's teacher, to do this simply select the Book appointment button and fill in the details.

Year 7 & 8 Parents' Evening

View all Schedule Book appointment

Friday 2nd August 2019

Print schedule Book appointment

Time	Length	Teacher	Class	Child	Your notes	Actions
16:00	5 minutes	Mr A Pinkney	7A/Re (Religious Ed)	Willow Samuels		
16:05	5 minutes	Miss K Burrows	Science Boom Club (Extra Curricular)	Willow Samuels		
16:10	5 minutes	Mrs S Andrews	7A/Sc (Science)	Willow Samuels		
16:15	5 minutes	Mr S Green	7A/En (English)	Willow Samuels		