

Diocese of Townsville

Catholic Education

Homework Program has been set up as a club within Compass. To indicate that your child is expected to attend Homework Program, you must sign up for each of the sessions in Compass.

Go to Organisation (grid icon), then choose Clubs

💿 Compass	<b>*</b>	1		*	*	Southern Cross Catholic College Annandale
			Orga	nisatio	n	
			Activit	y Manag	ement	
	<u> </u>	Welc	<u>Clubs</u>			2
	Southern Cross college	Sou	Events	;		inandale

Click on the Clubs tab to view the available clubs

		3		
Action Centre	Events	Clubs	Volunteering	History
No standard event	s to action			
			You have no star	ndard events to action.

You will then see any Homework Programs you can sign up for in the 'Action Required' section. Click on the club to sign up to attend sessions.

Action Centre	Events	Clubs	Volunteering	Payments		
Upcoming clubs					Upcoming Clubs 🗸	]
			There are no	upcoming clubs		
Action required						
1 clubs						4
General Homework Monday, July 21st 2 Wednesday, Septem	025, 3:00 pm				Invited Free	]

Click the **check boxes** to select the sessions to sign up to attend.

			General Homework Program (Ye Monday, July 21st 2025, 3:00 pm - Wednesday, Septe		×
0	Descript	tion			
		Information	or this club using a childcare voucher, please contact your s	chool administration team to join and pay for this club.	
Select all sessions		Location	Start	Finish	
OR		K3	Wednesday, July 23rd 2025, 3:00 pm	Wednesday, July 23rd 2025, 4:00 pm	
Select individual		K3	Monday, July 28th 2025, 3:00 pm	Monday, July 28th 2025, 4:00 pm	
sessions		K3	Tuesday, July 29th 2025, 3:00 pm	Tuesday, July 29th 2025, 4:00 pm	
		K3	Wednesday, July 30th 2025, 3:00 pm	Wednesday, July 30th 2025, 4:00 pm	

Type your name in the box as it appears in Compass, then click **Submit Consent** to sign up for the Homework Program.

2	Consent
	I give permission for Adam Snee to attend this club. Where the staff member in charge is unable to contact me, or where it is impracticable to contact me, I authorise the staff member in charge to 1) consent to any medical or surgical attention deemed necessary by a medical practitoner, and 2) administer such first-aid as the staff member in charge judges to be reasonably necessary
	To provide consent, please type your name in full
6	
7	V Submit Consent

**NOTE:** You can return at any time to sign up for additional sessions.

## Sign up for Homework Program using the Mobile App

Compass							5	
Wednesday 16 July	>		rn Cross Catholic College old.compass.education	Annandale	Action	Centre	Events Clubs	Volunteering
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urites 🥒		Chronicle	Clubs	Q= Conferences			There are no upco	oming clubs
View All Saved 0	+ 7 4	Connect	Events	R Family & Enrolments				
		Insights	Learning Tasks	D Photo Ordering	Action	required		
			☆	2			ork Program nd 2025, 3:00 pm	
		School Documents		School Fees		ay, July 22	nd 2025, 4:00 pm Free	
		Shop	Update My Details	Volunteer				
<b>⇔</b> ∩	1	Wallet						
Calendar Shortcuts Notifications	More		<b>⊞ ⊕</b>	. =				
	page,	Home Ca	Click Club	Notifications More	Tan d	on the	e Homewo	ork Program
the Compass App home tap <b>More</b> Clubs	page,	Home Ca	Click <b>Club</b>	5	Tap o		uld like to s	ign up for
tap More	- 10) 🗙		Click <b>Club</b>	<b>S</b> 11 and 2020, a.uu		wou	uld like to s	sign up for
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Tap on the checkboxes to sign up for each session or choose the top box to select all sessions

Type your name exactly as it appears in Compass into the box

Tap Submit Consent

## Notifying the School of Homework Program Absence



On the Compass App homepage, tap Shortcuts

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1 0 1	
Reason:	
Other Explained Absence 👻	
Details/Comment:	
Unable to attend 4	
Start	
Mon, 21 July, 2025 - 03:00 PM -	
Finish	
Mon, 21 July, 2025 • 05:00 PM •	
Attachments No attachments >	
CANCEL SAVE	
Potentially Affected Sessions	
After School Tutorials 21/07/2025 - 08:00 AM -> 21/07/2025 - 05:00 PM	
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In the **Reason** drop-down, choose appropriate reason and enter a reason in the **Details/Comment** box if necessary

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1 0 1	
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Other Explained Absence	-
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21/07/2025 - 08:00 AM -> 21/07/2025 - 05:00 PM	
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Home Calendar Shortcuts N	lotifications More

Choose the **date** and begin the note at 3:00 PM

**NOTE:** You should see the Homework Program appear in the Potentially Affected Sessions section

If you have more than one child at the school, tap on the child's name

Reason:
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Other Explained Absence 🔹
Details/Comment:
Unable to attend
Start
Mon, 21 July, 2025 👻 03:00 PM 👻
Finish
Mon, 21 July, 2025 👻 05:00 PM 👻
Attachments No attachments >
CANCEL SAVE
Potentially Affected Sessions
After School Tutorials 21/07/2025 - 06:00 AM → 21/07/2025 - 05:00 PM
Home Calendar Shorteuts Notifications More

Tap SAVE