

Entering Grades in Educate

As of March 2020, we will be providing parents and legal guardians with Parent Portal Access to the Educate Student Information System.

The Portal provides parents/legal guardians with login access to their child's grades, assignments and classroom information.

One of the major purposes of adding the Portal access is to foster and nurture a greater amount of communication between the home and the school. This communication underpins the support of the student both academically and developmentally.

In order to maintain a reasonable expectation of data entry on the part of the teacher and information sharing on the part of the parent/legal guardian, we have adopted the following policies and procedures. These policies and procedures will change over the course of time as we become more familiar with the system and as the sharing of additional information necessitates.

Procedures:

- The school will provide parents/legal guardians with an ID and password for each child in their household registered in the school;
- Parents/legal guardians are not to share with information with anyone;
- Should the ID or PW get lost, forgotten or shared with someone who is not approved, they must notify the school right away and new access codes will be generated;
- Parents/legal guardians are encouraged to login once a week to monitor their child's progress;

Policies:

- Teachers will begin entering grades into Educate on a weekly basis starting with the first week of March;
- At this time, teachers are required to enter quiz and test grades ONLY;
- Teachers may choose which day of the week they will have their grades entered;
- Teachers will inform parents of the day they have decided;

At the remaining Faculties Meeting of 2020, we will monitor, review and adjust as needed.