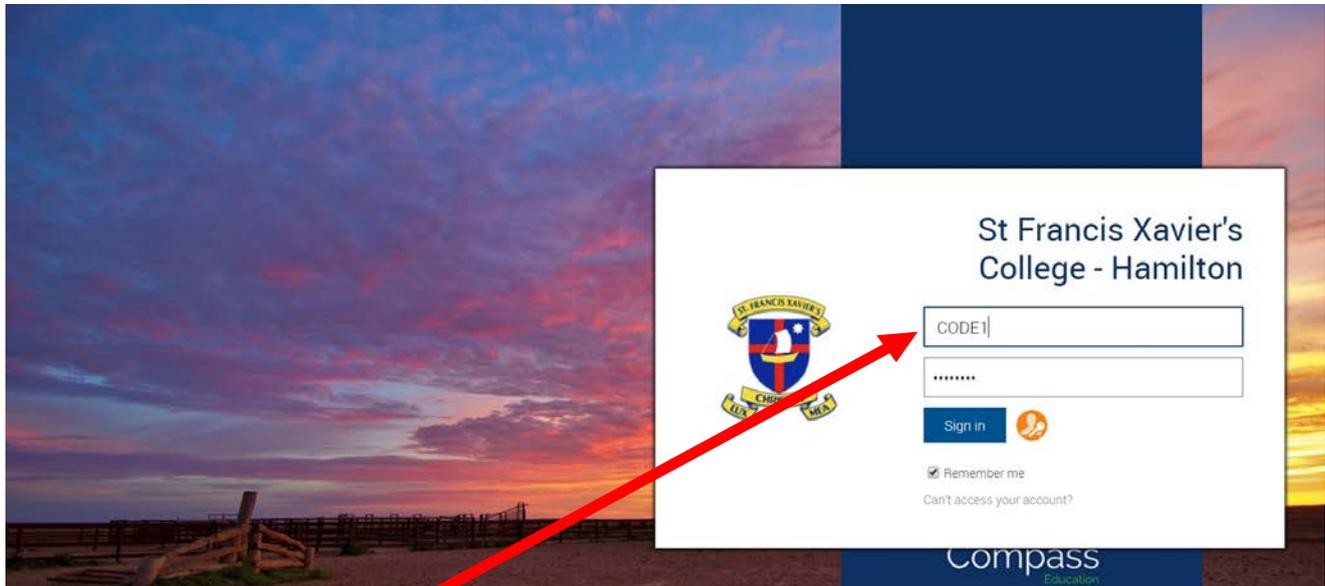
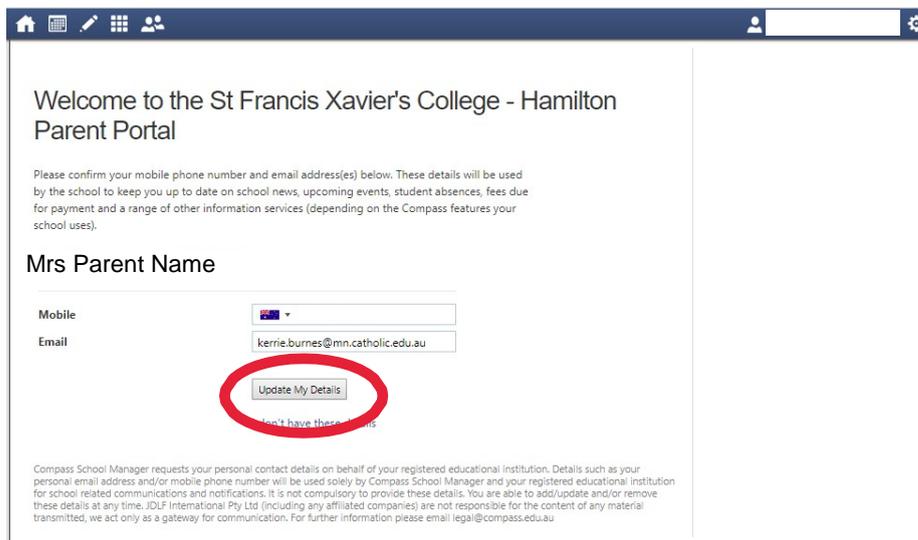


LOGGING INTO THE PARENT PORTAL FOR THE FIRST TIME

1. Go to <https://hamilton-nsw.compass.education/> on a computer. This link is also available by going to the School Website, clicking **Parents > Compass Login**



2. Enter your **Username & Password** from your Parent Letter (sent via Aust. Post)
3. You will be prompted to confirm your contact information. Please ensure that your contact details are correct. Click the **Update My Details** button.



Welcome to the St Francis Xavier's College - Hamilton Parent Portal

Please confirm your mobile phone number and email address(es) below. These details will be used by the school to keep you up to date on school news, upcoming events, student absences, fees due for payment and a range of other information services (depending on the Compass features your school uses).

Mrs Parent Name

Mobile

Email

Compass School Manager requests your personal contact details on behalf of your registered educational institution. Details such as your personal email address and/or mobile phone number will be used solely by Compass School Manager and your registered educational institution for school related communications and notifications. It is not compulsory to provide these details. You are able to add/update and/or remove these details at any time. JDLF International Pty Ltd (including any affiliated companies) are not responsible for the content of any material transmitted, we act only as a gateway for communication. For further information please email legal@compass.edu.au

5. You will be prompted to **create a password**. Note that your password must:
 - Be at least eight characters in length
 - Contain at least one UPPERCASE & one lowercase letter
 - Contain at least one number

Next, you will need to change your password

Your new password must:

- Be at least eight (8) characters in length
- Contain at least one (1) UPPERCASE letter
- Contain at least one (1) lowercase letter
- Contain at least one (1) number

New Password:

Confirm New Password:

Save

Click **Save** when you have created your password.

6. You will be redirected to the Compass homepage where you will be able to view your student's profile and schedule, add attendance notes, view reports and any news feed items that may be relevant to your student.

Welcome to the St Francis Xavier's College - Hamilton Portal

Use the links listed for each of your children to explore the portal. Please keep your mobile phone number and email address up to date (Tools > Update My Details). The school will use this to contact you regarding attendance, events, news and more.

Isabella Rosalina

- Profile (Attendance, Schedule, Reports)
- Add Attendance Note/Approval (Approved Absence/Late)
- View Academic Reports
- Book Parent Teacher Interviews

Compass

My News

Parent Student Teacher Conference
Year 12 Mid H.S.C. Parent/Teacher/Student Interviews
[Click here for booking](#)

Attendance: Attendance Note/Approval Required
[Name] was recorded as 'not present' or 'late' without explanation.
[Click here for more information](#)

There are no news items.