PAM – Parent Access Module

Welcome to St Joseph's Primary School's Parent Access Module or PAM.

Log on: **https://pam.sjquarryhill.catholic.edu.au/**

The Parent Access Module (PAM) is the home of all of your school related information connecting teachers with parents. All communication from the school will be via this platform.

When using PAM, you will have access to the following student information for your child(ren):

- student attendance information
- student assessment reports
- NAPLAN results
- school links

Parent actions include:

- parent notified absences
- student medical profile
- school activity/excursion permissions
- connect surveys (i.e. expression of interest for voluntary work)
- Learning Conversation bookings

When logging into PAM, you may notice Notification Alert Request Reminders pop-up. Each reminder provides a link to the specific section of PAM that you need to action.

We strongly encourage you to visit PAM regularly. If you have any questions about PAM, please contact our PAM support via the **Forgot Password?** option, then press **Request Support**, or alternatively contact the St Joseph's school office on 5443 2108 or office@sjquarryhill.catholic.edu.au

Student Absences

You will see the Parent Notified Absence tab on the main screen when logging into PAM. Absences will need to be entered before 9.15am on the day. You are also able to mark future absences if you know your child/ren will be away – just be careful to enter the dates correctly as you won't be able to change these once submitted – you need to give us a call so that we can make any change needed. You are also welcome to continue to notify us of absences via email absences@sjquarryhill.catholic.edu.au or telephone 5443 2108.

Medical Profile

Within the Medical profile page, all vital medical information for each individual child needs to be updated whenever necessary. Please take the time to fill this information in. This information may be used by school first aiders, paramedics, hospital staff (in case of emergency) as well as teachers when taking students off campus for excursions and camps. The Medical Profile **must** be completed prior to your child starting at **St Joseph's Primary School.** You will be reminded to update this information every time you give consent for your child to attend a Camp or excursion. We may request that your profile be revalidated at any stage.

Note: You cannot save medical information in a draft format so please ensure you have all the information you need before attempting to fill in the form, including Immunisation details and digital copies of any asthma/anaphylaxis/critical medical action form.

Medical Profile

Edit Details

GENERAL

Medicare	Number: **999999999**, Expiry: **Jun 2023**, Line Number: **4**
Healthcare Cardholder	Card Number: **112233**, Expiry: **27 Jul 2023**
Ambulance Cover	Membership Number: **999999999**
Private Health	Fund Name: **Fund**, Fund Membership Number: **1213132**

CONTACTS

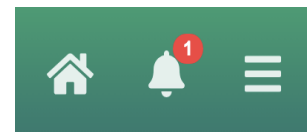|		
Dentist	John McDonald (Home)	0420945739
Dentist	John McDonald (Mobile)	0420945739
Dentist	John McDonald (Work Mobile)	0420945739
Dentist	John McDonald (Work)	0420945739

SUMMARY

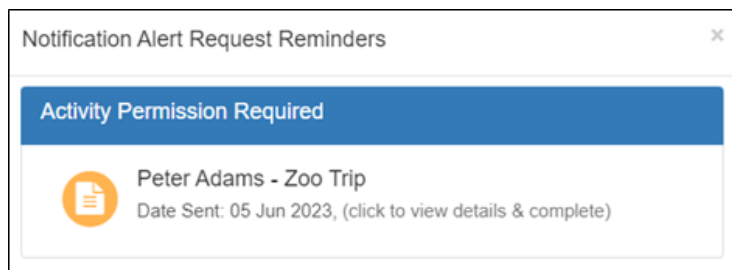**MEDICAL CONDITIONS** ⚑

Asthma
- Triggers: **trigger**
- Last Hospitalisation Date: **25 Jul 2023**
- Last Hospitalisation Details: **Last day**
- Asthma Medication: **Yes**
- Prevention Medication: **P**
- Relief Medication: **R**
- Symptoms - usual: **S**
- Symptoms - worsening: **W**
- Symptoms - wheezing: **W**
- Symptoms - chest tightness: **C**

Sidebar menu:
- Personal Details
- Student Timetable
- Social Behaviour
- Attendance
- Assessment Reports
- Commendations
- Letters
- Booklist
- Lesson Plans
- Learning Tasks
- Email Staff
- **Medical Profile**
- Sick Passes
- Connect
- School Activities
- Co-Curricular
- NAPLAN

Emma Adams

School Activities

You will use your PAM account to authorise your child's participation in excursions and camps through the School Activities section of PAM. For each excursion, camp, retreat, or permission, you will receive an automated email asking you to give consent for your child to participate. To do this, log into PAM or click on the link in the email to login to PAM and approve the School Activity. Notifications will also show in the **Notification Alert Request Reminders** window and exist in the bell (top right hand corner of screen). School Activities can also be accessed from the Menu for each child.

Notification Alert Request Reminders

Activity Permission Required

Peter Adams - Zoo Trip
Date Sent: 05 Jun 2023, (click to view details & complete)

Excursions & School Activity Permissions

Name	Starting	Due	Consent	
Zoo Trip	20 Nov 2023	19 Nov 2023	Incomplete	View

To consent or decline, fill in all questions and click **Confirm** when done.

While giving permission for your child to attend the excursion, you are also agreeing that the Medical Profile for your child is up to date. If it is not up to date, a link is provided for you to do this.

Please be aware that without your consent, your child will be unable to attend the activity and will be required to stay at school with alternative arrangements. Consent is required as soon as possible to allow bus bookings and activities to be booked on the number of students attending.

After giving your consent, you can access the information about the camp or excursion, log back into PAM and click on "School Activities", and then choose the relevant activity your child was involved in.

School Activity Permission Details

← Return

Subject
Zoo Trip

Description
Sed ut perspiciatis unde omnis iste natus error sit voluptatem accusantium doloremque laudantium, totam rem aperiam, eaque ipsa quae ab illo inventore veritatis et quasi architecto beatae vitae dicta sunt explicabo. Nemo enim ipsam voluptatem quia voluptas sit aspernatur aut odit aut fugit, sed quia consequuntur magni dolores eos qui ratione voluptatem sequi nesciunt. Neque porro quisquam est, qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit, sed quia non numquam eius modi tempora incidunt ut labore et dolore magnam aliquam quaerat voluptatem.

Date/Times
Starting on the **20 Nov 2023** at **12:00 am** and concluding on the **20 Nov 2023** at **11:59 pm**.

Due Date
19 Nov 2023

Staff
Stephanie Porter, Mark Vanderkley, Tim Wilson, Steven Huf, Andrew Weir, Matt Grace, Kevin Brodie, Danny Gruber, Rory Walsh

Consent
- In the event of an accident or illness, school staff may obtain or administer any medical assistance or treatment my child may reasonably require, including contacting my child's doctor or ambulance.
- I accept liability for all reasonable costs incurred by the school in obtaining such medical assistance or treatment (including any transportation costs) and undertake to reimburse the school the full amount of those costs.
- I have provided the school all relevant details of my child's medical or physical needs on enrolment and where relevant have updated this information.

I hereby give consent for **Peter Adams** to participate in the activity mentioned above *

○ Yes ○ No
* required

Please complete the following additional questions:

Is your child scared of animals?
○ Yes ○ No
* required

Will your child be leaving from the event with a parent\guardian?
○ Yes ○ No
* required

⚠ The medical profile for Peter Adams is currently invalid and must be reviewed before permissions can be confirmed.
Please follow **this link to update the medical details** first.

Confirm

* Unable to Confirm until all required fields have been updated.

SIMON Everywhere

The SIMON Everywhere app is available to parents and is a quick and easy way to log into your PAM (Parent Access Module) account.

The SIMON Everywhere App can be downloaded free from the App Store or Google Play. Once you have downloaded the App, you will be asked to verify your mobile number. This will enable you to receive alert Push Notifications from us, you will then need to link your PAM account and login.

To log in, you will need to use your PAM email address and password. Once you have verified your mobile phone number, you will be able to receive push notifications from us. The app includes the same features that you will find on a laptop or ipad when you log in to PAM.

Please note: This app is 'device dependent' and different mobile devices might show slightly different screens to those shown here.

Push Notifications

All parents who download the **SIMON Everywhere** app, will have the ability to receive school notifications by an alert from the App. Examples of immediate alerts could include reminders about school events or meetings; cancellation of sport training etc. **Please be aware that Push Notifications can only be received via the SIMON Everywhere App.**