

The Daymap Parent Portal is an extension of the Daymap Learning Management System. This portal combines communication and student management, providing parents with access to key school and student information on their child's learning behaviour, progress and performance.

While this guide is specifically using images of the desktop version of the Parent Portal, these functions are also available on the Daymap Companion mobile app.

## Accessing the Parent Portal

The Parent Portal can be accessed using a login and password per parent (with the option to provide multiple logins). The easy-to-use system allows parents to access details for all their children enrolled in the school, anywhere and anytime.

The log in screen is shown below. This can be found by using the URL the school provided.



Creating an account will differ depending on your child's school and their contact management. Some schools will send a link via email, which you will follow to set up your account. Alternatively, if the school has notified you that your account has been enabled, you can click **Forgot your password?** and you will be redirected to a password reset page.

You will need to enter either your email address that is registered at the school or your parent code as provided by the school. Some schools also require the student code that they would have provided you. Once details have been entered, click on **Reset Password**. A username and password will be sent instantly to your email account.

**Parent Password Reset**

Enter the email address you have registered with the school along with a matching valid student code. A link to set your password will be emailed to you.

Email

Student Code

[Reset Password](#)

[Click here to log on to Daymap Connect](#)

**Note:** Due to security reasons, Daymap is unable to assist if there is an issue with accessing your account. For assistance, please contact your child's school.

## Information within the Parent Portal

Depending on the way your school has configured it, it is possible that not all features and tabs will be visible to you. A reduced access mode prevents access to sensitive student information and might be used by the school if you have not completed any required identity checks.

The Parent Portal is navigated via the tabs on the left side of the window to view messages, a calendar of events, school notices and account details.

Schools can customise which tabs are used; therefore, your parent portal may not look exactly like the images below.

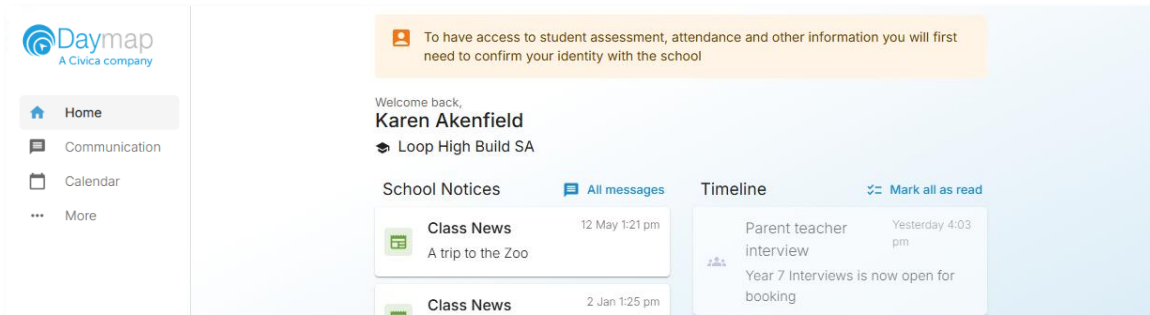
### Home

This is the main page of the Parent Portal. On this page you will see recent messages and upcoming events. Click on a student icon to access information specific to each student (please note: if you have reduced access, you will not see or be able to access individual student information.)

### Full Access

The screenshot shows the Daymap Parent Portal interface. On the left, a navigation menu includes 'Home' (highlighted with a red box), 'Communication', 'Calendar', and 'More'. The main content area is titled 'Welcome back, Karen Akenfield' and 'Loop High Build SA'. It features three columns: 'School Notices' with items like 'Class News: A trip to the Zoo', 'Class News: Year 7 Camp Choices', 'Newsletters: School Newsletter', and 'Parent Notices: Parent Notice'; 'Coming Up' with 'Week 4, Term 2' and 'Yr12 Camp'; and a 'Timeline' showing 'Parent teacher interview', 'Student Absence' for Samantha, and 'Points added' for both Aaron and Samantha.

## Reduced Access



## Timeline

Within the Parent Portal is a timeline of important information. When viewing the timeline from the home screen you will see:

- Newly added Daymap Points for all students
- Unapproved Absences for all students
- Upcoming Excursions for all students that have been specifically sent to you
- New Messages
- Parent Teacher Interviews for all students

## Coming Up

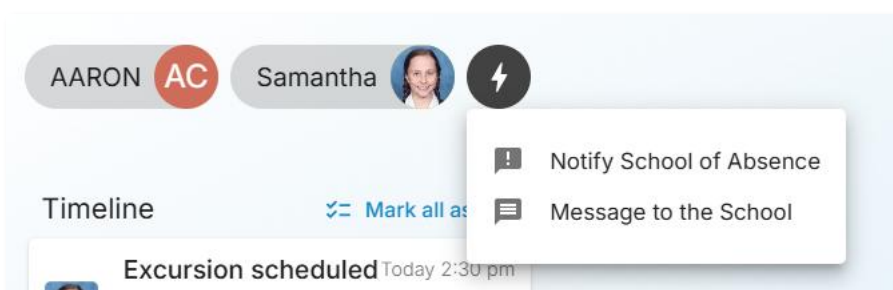
This section shows all the upcoming excursions and other calendar events your student's are involved in.

## Parent Teacher Interviews

This section shows all the upcoming parent teacher interview's available for all your students.

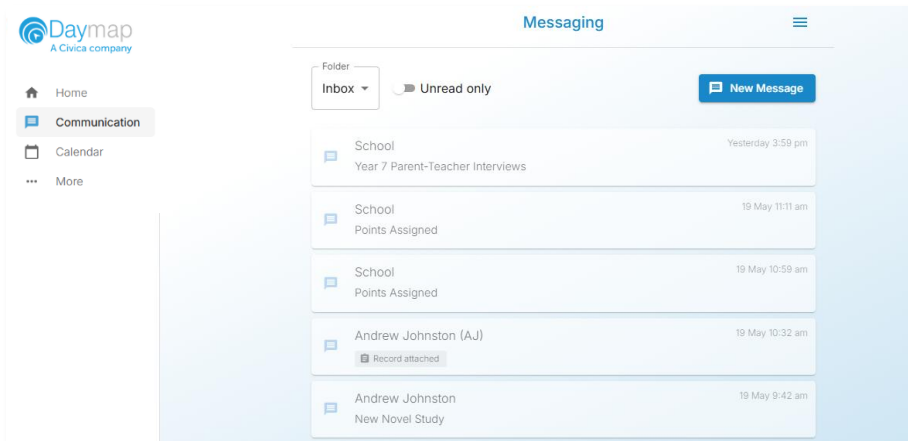
## Quick Actions

On the home screen is a quick actions button that allows you to notify the school of an absence or message the school.



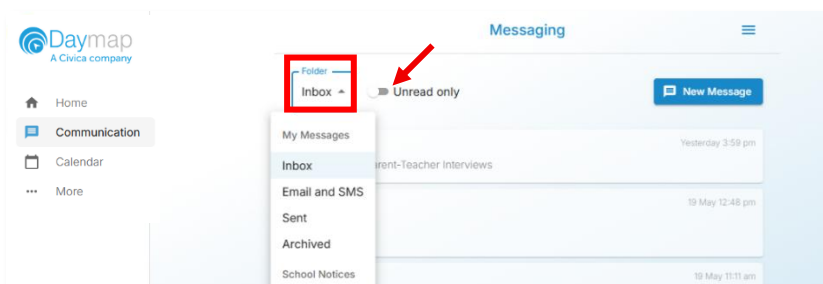
## Communication

This shows all messages received and sent from the parent portal, enabling you to easily contact teachers about any issues of importance: excursions, reminders, personal matters etc. This is a fantastic tool to keep you up to date and aware of what's happening in your child's classroom. You are able to reply to received messages and receive email notifications on unread Daymap messages.



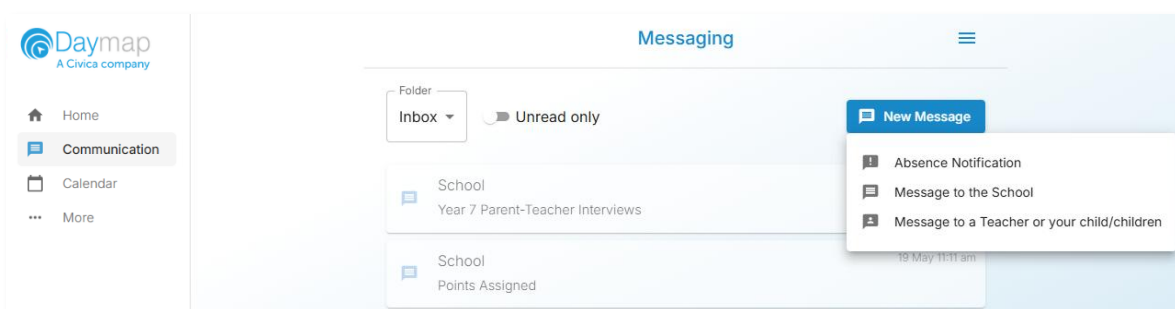
Use the **Folder** drop-down menu to switch between different message and school notice folders.

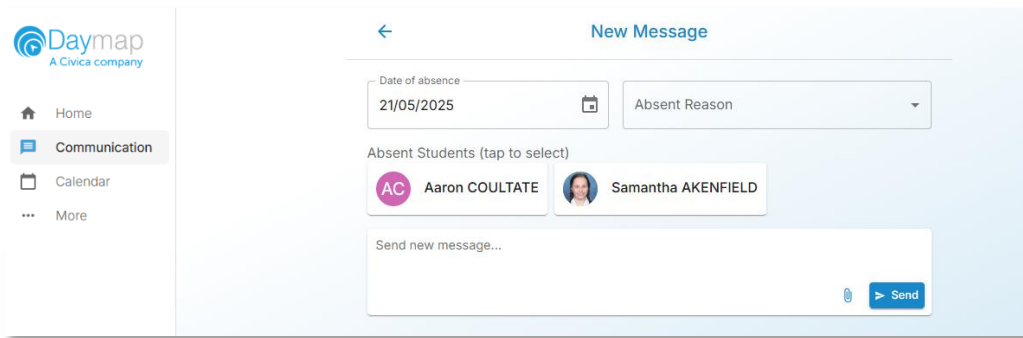
Enable the **Unread Only** filter to display only messages that haven't been read.



## Absence Notifications

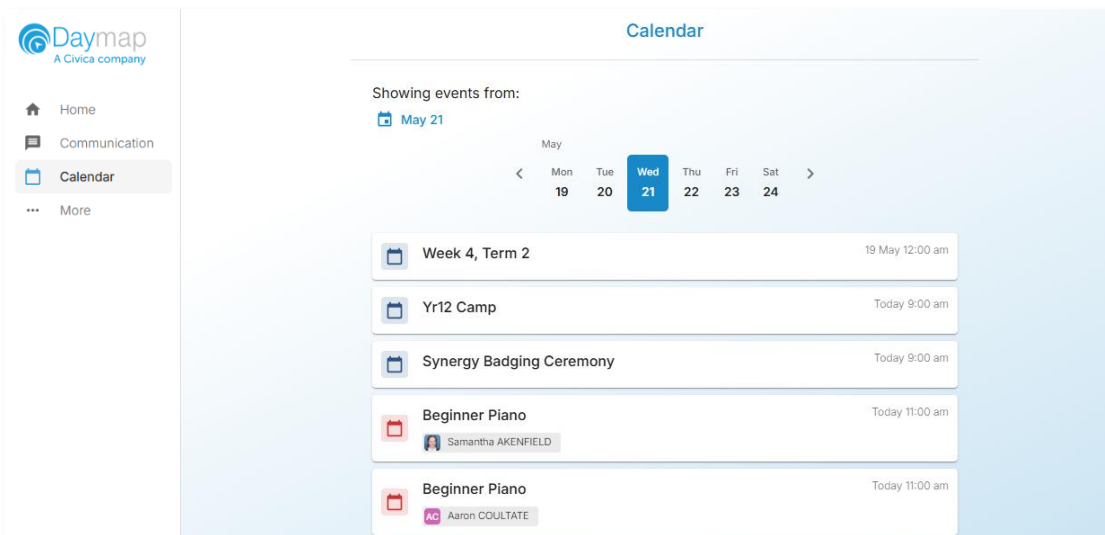
This function allows you to notify a student's absence from school. It enables the selection of the relevant student(s), the reason for absence, the date, and any additional notes or necessary attachments, such as a medical certificate.





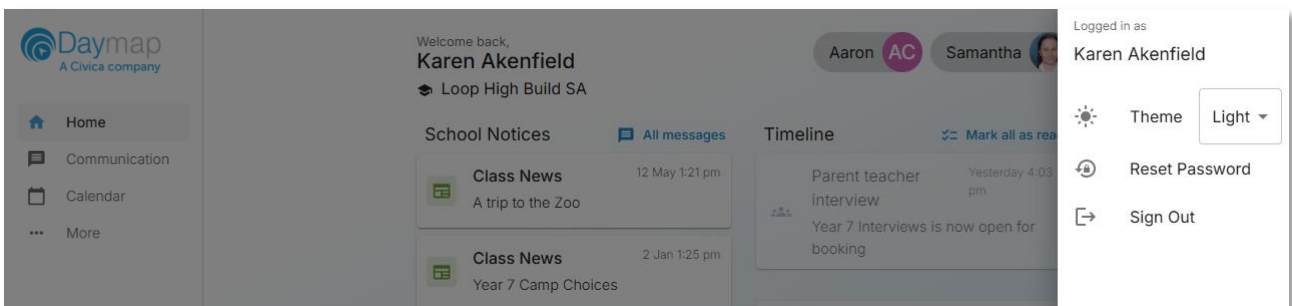
## Calendar

This provides an overview of school and student events, such as upcoming school holidays, excursions and parent teacher interviews. The Calendar can be viewed by Day, Week, Month or Timeline.



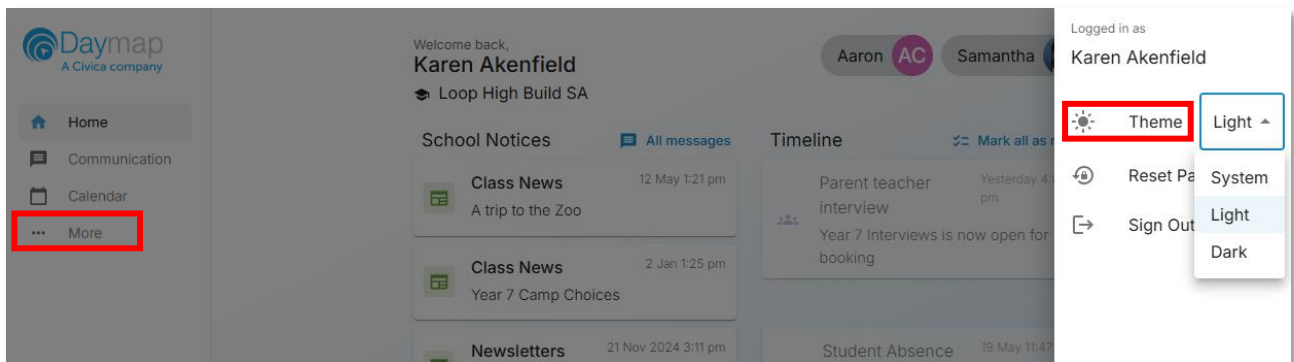
## More

This provides options to change the site's **Theme**, **Reset Password**, and **Sign Out** of your account.



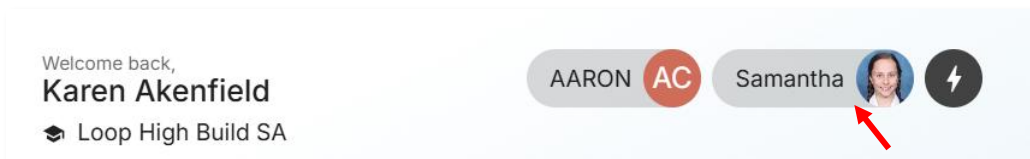
## Dark/Light Mode

The Parent Portal can be used in dark mode, or light mode. Click on the icon to toggle between modes. Alternatively, selecting **System** will automatically match your device's current display settings.



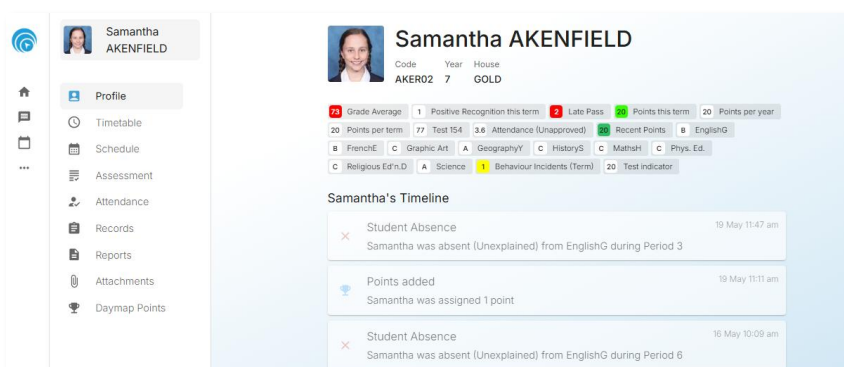
## Student Profile

From the Parent Portal home tab, you can click on a child's name to view their student profile which provides more detailed information on their attendance, assessment and details. This assists you to keep track of your child's progress at school.



## Home

The Home Tab displays a snapshot of student activity tasks and homework and any upcoming events. Student Activity is listed in chronological order, the school determines the types of information they will include here. All tasks and homework are shown with the set and due date. Upcoming events displays your child's timetable for the upcoming week.



## Timeline

When viewing the timeline from the student profile you will see:

- Newly added Daymap Points for that student
- Unapproved Absences for that student
- Upcoming Excursions for that student

## Timetable

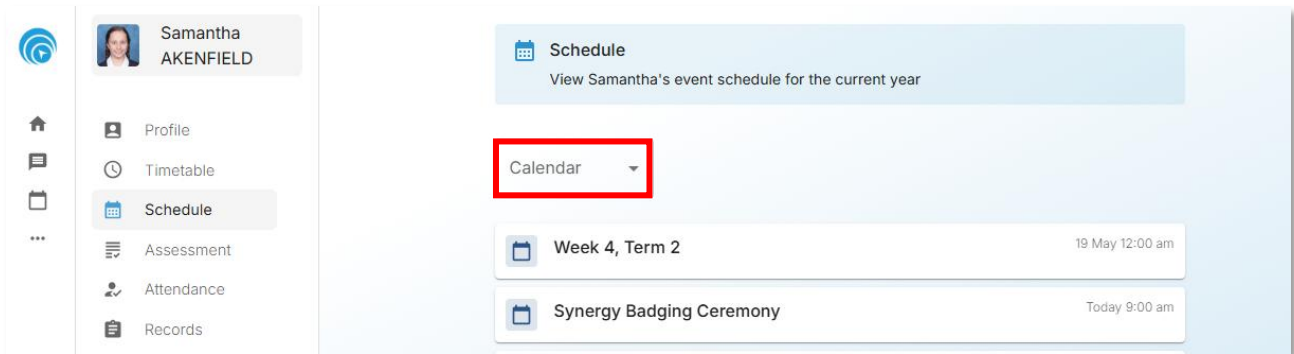
This shows a daily calendar view of the student timetable and any additional events for the day.

Use the checkboxes on the right to filter the items you view when looking at the calendar. The buttons on top of the calendar allow you to change your view from week to month or day.

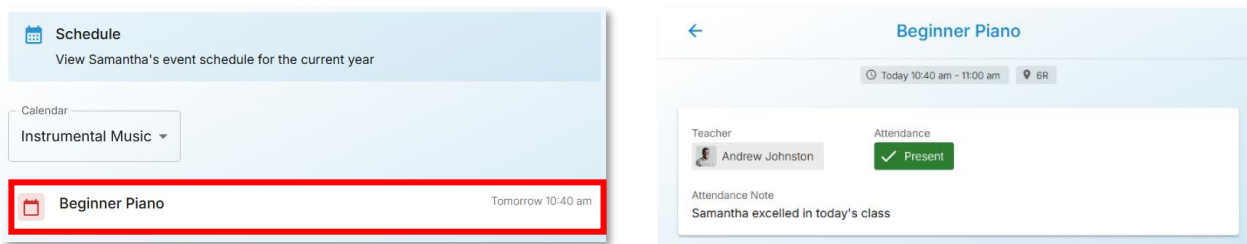
## Schedule

This shows your child's upcoming schedule, detailing calendar events, excursions, tasks and scheduled classes.

Using the **Calendar** drop down will allow you to select and filter items based on their calendar type.



Scheduled classes can be selected, to view a detailed overview of each lesson, including key information such as the subject, teacher, scheduled time, attendance and notes.

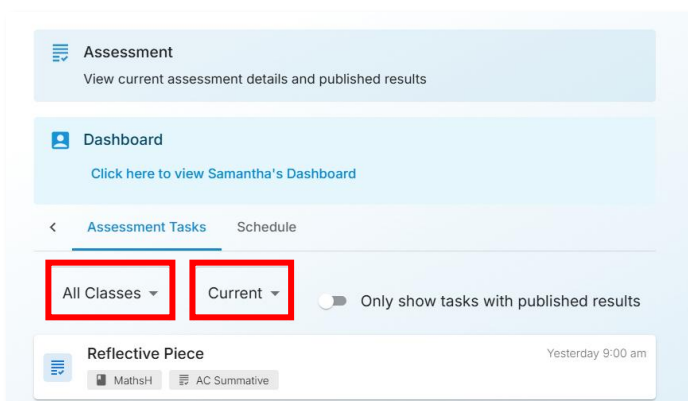


## Assessment

This section provides an overview of your child's assessment.

### Assessment Tasks

The **Classes** filter allows you to choose which tasks to display based on a specific class. The **Period** filter lets you select whether to view only current tasks, all tasks for the year, or all available tasks.



Clicking on a task will open a detailed view, including all relevant information and any attached files.

The screenshot shows a detailed view of a task titled "Reflective Piece". At the top, there is a back arrow and the task title. Below this, a table-like structure displays key information: Class (EnglishG), Status (Work has been received), Teacher (Andrew Johnston), Set On (14 May 9:00 am), and Due On (14 June 9:00 am). A "Results" section follows, showing Student Work, Mark (90 out of 100), Grade (A), and Comments (Great work!). At the bottom, there is a section for "Samantha's Work" featuring a file named "AKER02 Submission.jpg" uploaded "Today 12:08 pm".

## Schedule

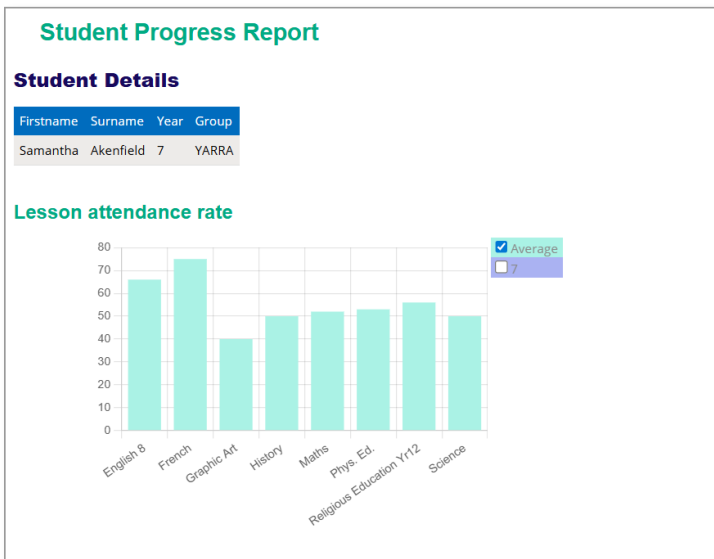
The schedule tab displays all the current assessment tasks in the one schedule.

The screenshot shows the "Assessment Tasks" schedule view. At the top, there is a back arrow, the title "Assessment Tasks", and a "Schedule" tab highlighted with a red box. Below the title, there are filters for "All Classes" and "All Task Types", and a "Colour by" section with radio buttons for "Class" (selected) and "Task Type". A toggle switch for "Show due date only" is also present. Underneath, there is a "Classes" section with a blue dot for "MathsH" and a red dot for "EnglishG". A "Show previous months" link is visible. The main part of the screenshot is a calendar for February, showing days from Mo to Su with dates 1 through 9.

## Dashboard

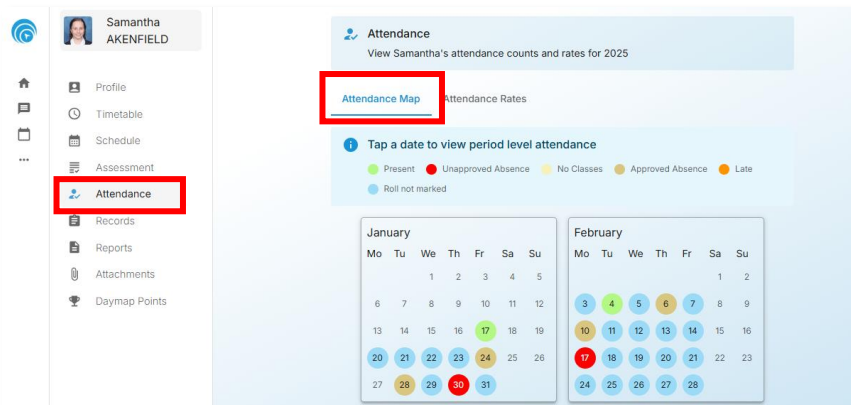
The dashboard is an overarching view of the student's ongoing progress

The screenshot shows a navigation menu with two items: "Assessment" and "Dashboard". The "Assessment" item has a list icon and the text "View current assessment details and published results". The "Dashboard" item has a person icon and the text "Click here to view Samantha's Dashboard", and it is highlighted with a red box.



## Attendance

Attendance presents a colour coded **Attendance Map**, displaying attendance levels across the calendar year.



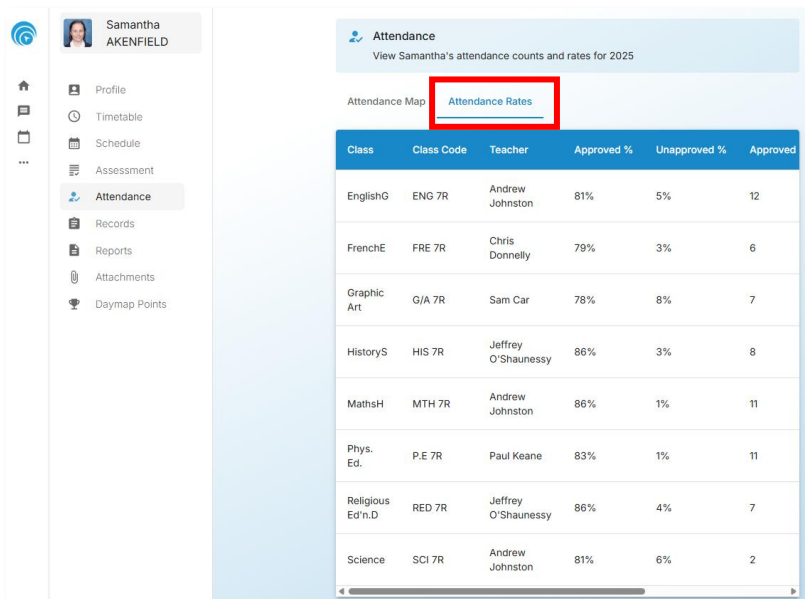
Clicking on a date will show the period level attendance for that day.

**Thursday, January 30, 2025**

- Period 1 MTH 7R: Unexplained U
- Period 2 P.E 7R: Unexplained U
- Period 3 RED 7R: Unexplained U
- Period 4 SCI 7R: Unexplained U
- Period 5 FRE 7R: Unexplained U
- Period 6 HIS 7R: Unexplained U

The **Attendance Rates** tab lists the attendance data for each individual class across the school year.





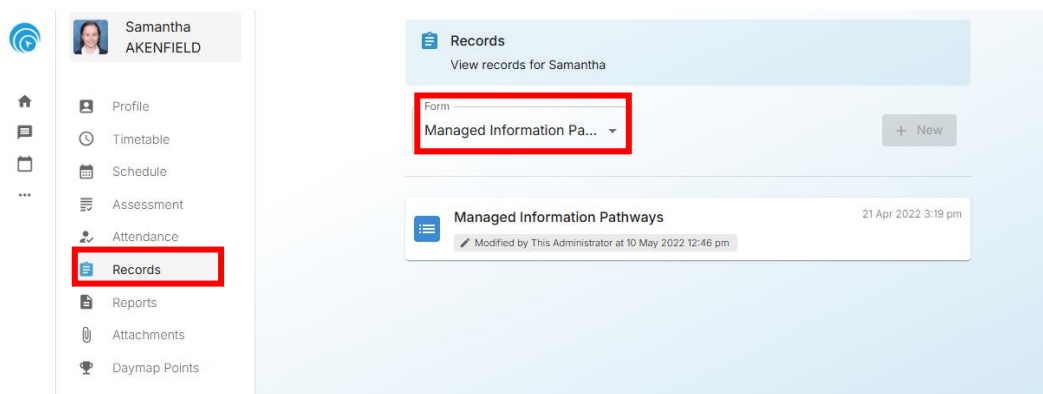
**Attendance**  
View Samantha's attendance counts and rates for 2025

Attendance Map **Attendance Rates**

| Class            | Class Code | Teacher             | Approved % | Unapproved % | Approved |
|------------------|------------|---------------------|------------|--------------|----------|
| EnglishG         | ENG 7R     | Andrew Johnston     | 81%        | 5%           | 12       |
| FrenchE          | FRE 7R     | Chris Donnelly      | 79%        | 3%           | 6        |
| Graphic Art      | G/A 7R     | Sam Car             | 78%        | 8%           | 7        |
| HistoryS         | HIS 7R     | Jeffrey O'Shaunessy | 86%        | 3%           | 8        |
| MathsH           | MTH 7R     | Andrew Johnston     | 86%        | 1%           | 11       |
| Phys. Ed.        | P.E 7R     | Paul Keane          | 83%        | 1%           | 11       |
| Religious Ed'n.D | RED 7R     | Jeffrey O'Shaunessy | 86%        | 4%           | 7        |
| Science          | SCI 7R     | Andrew Johnston     | 81%        | 6%           | 2        |

## Records

Records can be selected by using the **Forms** drop-down option.



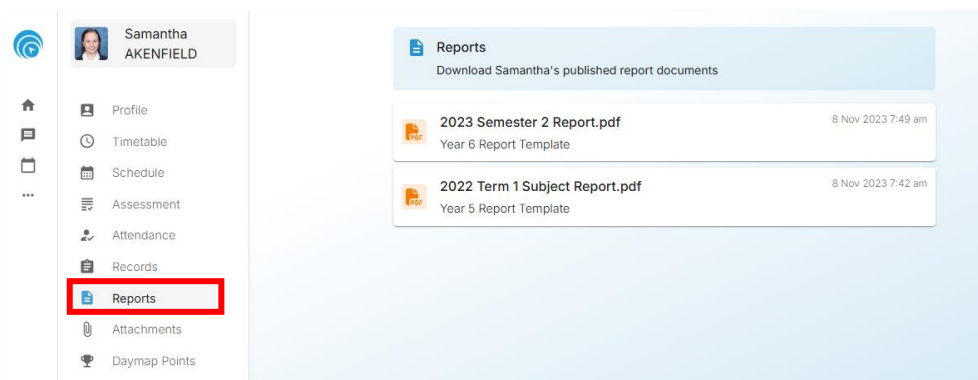
**Records**  
View records for Samantha

Form  
Managed Information Pa... + New

**Managed Information Pathways** 21 Apr 2022 3:19 pm  
Modified by This Administrator at 10 May 2022 12:46 pm

## Reports

The reports tab allows you to download and view reports that have been batched out to your child e.g academic reports, certificates etc.



**Reports**  
Download Samantha's published report documents

- 2023 Semester 2 Report.pdf** 8 Nov 2023 7:49 am  
Year 6 Report Template
- 2022 Term 1 Subject Report.pdf** 8 Nov 2023 7:42 am  
Year 5 Report Template