

# THE EP APP

Dear parents and carers,

Our mobile app is designed to keep you well informed about news, reminders and general information about life at EP. The app sits alongside our website as an online communication tool and the website will still be the 'go to' place for lots of photos, blogs and detailed information. We hope that the app will be a handy site to access information from- especially on your phone!

I hope that you will navigate your way around the app easily as the layout is simple.

A few tips on finding your way around:

**NEWS** - the news box has lots of latest news and reminders. Once you enter NEWS, there are 3 tabs across the top. The **Social** tab links through to our twitter feed, the **News** tab are our news reminders and **All** combines both of these.


**EVENTS** - You can view this in calendar page format or click the list view button at top right of screen to see it as a scrolling list. Events can be added to your phone calendar by clicking the 'calendar plus' icon for an event.

**INFORMATION**- lots of useful information in this section! Reminders of term dates, the dinner menus and plenty more! There is also the link through to Tucasi Internet Payments here.

**CONTACTS** - Quick links to email or call the school office.

**ALERTS** -As well as an information source, we will also contact parents via alert messages carried by the app. You can add filters for which message you want in **Settings**. The alerts button on the home screen is a log of messages sent to you with push notifications. Go here to catch up on any missed messages since you last used the app.

**FORMS** -Book into Breakfast Club and Club EP here. It is also the place to update us of changes in contact details and other information.

The  icon on the top left takes you to a secondary menu with additional sections including:

**Settings section.** This allows you to filter messages so you receive notifications relevant to your child(ren)'s life at school. When you first download the app, head to **settings** and then opt yourself into the groups of interest to you by choosing **notifications** and selecting your children's year groups and any other relevant groupings. **Leave 'Urgent' alerts switched on:** this is for important messages to the whole school.

You can also then head to the **Events** section and add events of interest to your phone calendar (as above) if you would like reminders about them nearer the time.

The app is designed to be a one-stop shop for the quick information you need about school. If we have missed out something you would like included please contact [tania@eleanorpalmer.camden.sch.uk](mailto:tania@eleanorpalmer.camden.sch.uk)