

Live the Truth



St James' Catholic School

Whakaruruhau

A Sheltering Place

— Te Kura Katorika o Hato Heemi —

St James' Catholic School Communication Guidelines for Families

School Website Address: www.stjamescatholic.school.nz

Facebook 

Like us on Facebook. There is a direct link from the website. Pictures of events that have happened at school will be posted here.

School App 

Go to the App Store on your Apple or Android device and Search 'SchoolAppsNZ' to download the App onto your device. Then search 'St James Catholic School'. This is your one stop communication shop. Set your Alert Subscriptions under settings in the App to ensure you are receiving alerts for the Learning Spaces your child/ren are in, you will need to do this also each year as your child moves through Learning Spaces. **All communication is sent out via the School App.**



School Newsletters

These will be emailed to the school community fortnightly on a Wednesday, unless there is other relevant information which will be emailed as required. These are also available via the School App and the Website. **NO** hard copies of newsletters will be coming home with your child/ren.

Learning Spaces, Sports and Specific Activity Information

Information will be emailed on an as required basis.

Events Calendar

This will provide parents with a single point for events and also contains the ESSENTIAL information about the event. Staff will do their utmost to keep this up-to-date. This is available on the school website and School App.

SeeSaw 

The Seesaw App is used to share learning with families. Seesaw is private; you will only see posts created by your child/ren. You will receive an email from your child/ren's Learning Space Teacher with instructions about how to log in once your child has been set up as a user. Each learner can have up to 10 people allowed to see their learning so SeeSaw is great for extended families/whānau.

Accessit 

The Accessit link is available on the school website top banner (top Right Hand Corner). From here you can access our school library catalogue, new books, scholastic information and much more.

Community Notices/Sponsors/Advertising

If you wish to advertise in the school newsletter please contact the School Office.

304 Albert Street
Palmerston North, 4410

P: 06 357 9719

E: office@stjamescatholic.school.nz

W: www.stjamescatholic.school.nz

Commonly Asked Questions

I am not receiving newsletters by email.

Please contact the school office (office@stjamescatholic.school.nz) with your email address.

I am not receiving information about sports or other cultural groups.

Sports information is inserted into school newsletters. You can also subscribe to Sports and cultural group alerts on the School App via Alert Subscriptions.

I cannot see any pictures on my newsletter.

Go into your email browser and select download images.

Where can I view earlier copies of notices?

From the school App or website www.stjamescatholic.school.nz.

I don't have access to a computer/smart phone to receive email alert.

Any parents, who do not have access to a computer to read the school newsletters online, check out the school website are very welcome to use the Library's computers between 8.30 am - 9.15 am each day.

How do I view a list of events on the Events @ St James' Calendar?

On the School App or website under the Events Calendar click on View Upcoming Events. You can also select different viewing options i.e. monthly/weekly or daily.

Note: If you have a smart phone you can save dates directly from the newsletter into your calendar.