



Seabrook Primary School

5337

83-105 Point Cook Road, SEABROOK 3028

P.O. Box 1143 ALTONA MEADOWS 3028

Phone: 9395 1758

Email: seabrook.ps@edumail.vic.gov.au



Principal: Susan Lee

21st February 2019

All Seabrook Communication now through XUNO



Dear Parents/Guardians,

Kindly be informed that we are streamlining our method of communication with our Seabrook families and as such will be transitioning from Skoolbag, over this week and next to XUNO, our parent portal.

What does this mean for you?

You will now receive a notification on the email provided to the school on enrolment or on any updated contact details we have subsequently received.

How will I view the communication?

To view all messages/attachments, please log into our parent portal XUNO at <https://seabrook-ps.xuno.com.au>. Select the School tab and scroll down to messages to view the communication.

How will I be supported?

To support you with this new method of communication, you will need to download the XUNO Notification App from the App Store or Google Play Store.

Kindly note that this App will ONLY provide an alert or notification to inform you of a communication that can be accessed through the portal at <https://seabrook-ps.xuno.com.au>.

To register, please enter the following log in details:



- School Code: **ub32jh**
- Username: your XUNO log in
- Password: your XUNO password

The Stage 1 release of XUNO in 2018 included:	Stage 2 in 2019, now includes:
<ul style="list-style-type: none">• Learning Updates• Semester Reports• Attendance Summary	<ul style="list-style-type: none">• All formal communication, forms, messages• Parent Calendar
<ul style="list-style-type: none">• Newsletter	Stage 3
<ul style="list-style-type: none">• XUNO App	Sharing of Children's/Class Learning Experiences

Subscribing to your Portal calendar

1. Navigate to your Portal dashboard by clicking on the XUNO logo in the top-left corner of your page.
2. From the calendar widget of your dashboard, click on the Subscribe link.
3. You will then be redirected to your default mail application to finalise the subscription process.

You can view your XUNO calendar items in your Google Calendar, Outlook Live or MAC Calendar by adding the XUNO calendar feed using the following steps respectively:

Subscribing to your calendar using Google Calendar

1. Copy the iCalendar webcal link into the clipboard by right-clicking on your subscribe link and selecting Copy Link Address.
2. Log into your Google Calendar and select Add by URL from the Add menu within Other calendars.
3. Paste the iCalendar webcal link into the box provided and click Add calendar.

Subscribing to your calendar using Outlook Live

1. Copy the iCalendar webcal link into the clipboard by right-clicking on your subscribe link and selecting Copy Link Address.
2. Log into your Outlook Live calendar and select Add calendar > From internet.
3. Paste the iCalendar webcal link into the box provided.
4. Enter a name for your calendar subscription.
5. Click Save.

Subscribing to your calendar using the default MAC calendar

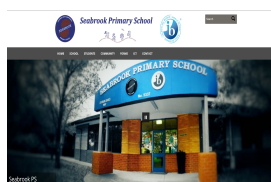
1. Copy the iCalendar webcal link into the clipboard by right-clicking on your subscribe link and selecting Copy Link Address.
2. Log into your MAC calendar and select File > New Calendar Subscription.
3. Paste the iCalendar webcal link into the box provided.
4. Enter a name for your calendar subscription.
5. Click Save.

Once you have completed these steps, it may take several minutes for your calendar items to appear in your Google, Outlook Live or MAC calendar. Please note that your Google, Outlook Live or MAC Calendar may update only once every 24 hours.

Kindly note that **Reports** and **Newsletters** will still need to be accessed from the XUNO portal at:

<https://seabrook-ps.xuno.com.au>

via your SMART phone, computer or other device. Communication on Skoolbag will cease on the 28th of February 2019.



Website



App



Find us on
Facebook

XUNO portal



If you have any questions or queries, please do not hesitate to contact the school.

Thank you

Sundram Moodley
Acting Assistant Principal

Susan Lee
Principal