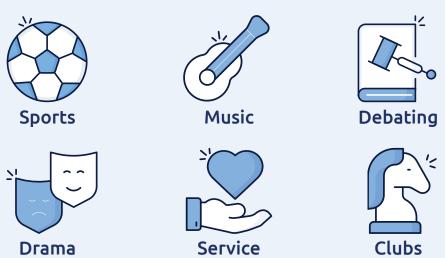
# Extra Curricular Management

Organise your school's extra curricular activities with ease using a comprehensive planning, scheduling, and communication system.



## What is TASS Extra Curricular ideal for?

The TASS Extra Curricular module is ideal for all of your school's extra curricular activities as it offers a large range of configuration and setup options.



## Who is Extra Curricular for?

### **Tutors & Coaches**

Tutors and coaches can be allocated to specific teams and groups, with the added functionality of marking attendance and maintaining a detailed record of activities. Additionally, tutors and coaches are able to submit timesheets, streamlining the administrative process.

## Coordinators

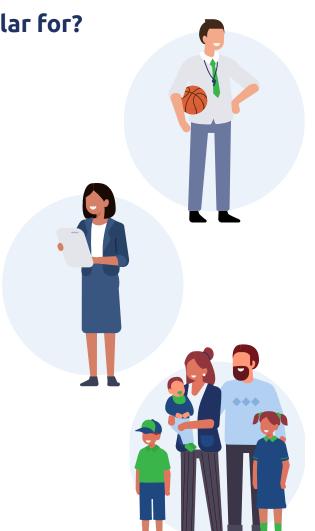
Coordinators can efficiently allocate and manage student teams, assign dedicated tutors to individual students, and coordinate activity schedules, ensuring students are able to participate in relevant activities and events.

## Students

Students have the ability to access and review their extra curricular commitments, such as music lessons or sports fixtures. This allows students to have a holistic view of their school schedule within their eDiaries.

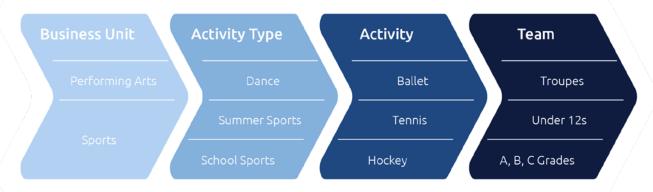
## **Parents**

Parents can easily register their children for various activities through either the Parent Portal or Parent Orbit. Parents can also easily sign up for activities that require payments via integrated payment methods.





### **Extra Curricular Structure**





**Bulk Team Management** will support the initial allocation and intermittent changes of students between teams. Grids and cloning options also provide a way to quickly update large subsets of data.



**Sign-up Processes** allows the school to control the availability, conditions and data collected during sign-up, including defining the maximum number of students and year level accessibility.



**Session Scheduling** supports the creation of one-off and recurring activities. Session visibility in Student and Staff eDiaries helps avoid classes and provides transparency over student whereabouts.



**Sporting Rounds and Fixtures** can be entered and disseminated with oppositions and venues. The results of sporting matches and match reports can also be recorded.



**Attendance** capture is supported through the use of Custom Rolls. Classroom teachers will be alerted to conflicts with scheduled sessions and the current rollcall class.

## A Seamless Workflow from Planning to Participation

#### Configuration & Setup

Map, plan and setup the extra curricular activities offered by your school.

#### Sign-Up

Capture interest and participation through online sign-up options in the Parent Portal or Parent Orbit.

#### Scheduling

Schedule your lessons, training sessions, and rehearsals.

#### Assign

Build your teams and allocate tutors and coaches.

#### **Payment**

Provide parents with a payment facility to support 'Pay and Play' options.

#### Attendance

Capture session attendance through Custom Rolls.

#### Timesheets

Allow your tutors and coaches to submit their timesheets.

#### Fixtures & Results

See how students and teams are tracking with fixture graphs.

## The Extra Curricular Hub

Simplify managing your school's extra curricular activities with TASS Orbit, our native mobile apps. Plan, schedule, and communicate with ease.



### **Parent Orbit**

Provide parents a centralised view of sessions including training, fixtures, and events. Specific portal pages inform everyone of schedule changes, helping busy parents stay updated on cultural, sporting, musical, and academic programs.



#### Sessions & Matches

See what extra curricular activities are scheduled at an 'activity type' level and for all activities.

### Fixtures & Results

See how the Student's team is tracking, with fixture graphs and drill down on how they've performed against specific teams.





#### Contacts & Info

Load important information about activities, including documents, links, and a contact to call.

## Targeted Notifications

Receive push notifications relating to your children about cancellations or training changes.



## **Staff Orbit**

Provide staff with a consolidated look at all of their extra curricular activities, fixtures, and sessions while also including information about the students participating in the relevant activities. Staff can conveniently manage different teams and levels, and edit or cancel sessions as needed.

### **Sessions & Matches**

View all your extra curricular activities, fixtures and sessions by activity type and level.





### **Activity Participation**

View student lists and responsible staff assigned to activity levels.

### **Roll Marking**

Mark attendance for extra curricular groups via Custom Rolls.





### **Generate Notifications**

Generate targeted notifications to extra curricular groups to advise of changes or cancellations.