Dear Parent/Guardian,

Portfolios are an invaluable tool to track the learning of your children, however, with your busy lives, you are often rushed to read and hear about your child's day. As part of our commitment to providing your child the best early learning experience and to keep you informed and involved, we are proud to announce that we will be introducing online Portfolios with **Educa** at our *Centre/School*.

Educa is a secure web-based portfolio system specifically designed for Australian teachers and parents that significantly improves teacher communication with parents and family. Educa provides an interactive online environment where teachers and family can share learning stories, photos and videos, and collaborate on children's learning. We will provide you with your own private login which enables you to access only your child/children's information as well as general information published by our Centre/School. Once you receive your invitation to our centre/school Educa portal you will be able to access your child's information by logging into Educa anywhere in the world, on any online device. You may also wish to install the Educa App which is available for free from the App and Play Store.

What can you do with Educa?

- View stories, photos and video updates about your child's learning
- Receive general communications from us such as Newsletters and notices
- Share your own photos, stories and videos relating to your child's learning with your child's teachers
- Communicate with teachers about your child's learning by leaving comments
- Download your child's ePortfolio at any time, as a keepsake once they move on to a new school or centre

To begin using Educa we require your permission for uploading photos, videos, learning stories and artwork of your child to Educa. Please also provide your email address so we can send you an invitation to join Educa.

As the parent/guardian or responsible adult for the above child, I consent to the Centre/School's collection, use and display of my child's information on the Educa Application in accordance with the Privacy Policy set out on the Educa website: http://www.geteduca.com/privacy-policy

Name of *Centre/School*:   **Name of child:**

Guardian 1	Guardian 2
Full Name :	**Full Name :**
Email :	**Email :**
Signature	**Signature**