



Emailing Teachers and Staff



Parents can email all staff members from your home page in Compass.

- ◆ Select email your (child's name) teacher
- ◆ Your child's teachers names will appear on the right hand side of the screen
 - ◆ Click on the **Red X** to deselect those you don't want to email
- ◆ Use the **Green +** to add others you do! Just type the name of the teacher/staff member you wish to email.