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*Bord Oideachais agus Oiliúna
an Longfoirt agus na hIarmhí*
Longford and Westmeath
Education and Training Board



Ballymahon Vocational School

Ballymahon

Co Longford

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Email: bhiggins.bvs@lwetb.ie

Dear Parent/Guardian,

As you may already be aware the school uses VSWARE to monitor your child's progress through school. You already have access to look at results, attendance and behaviour.

We have teamed up with VSWARE again to enhance the level of communication between home and the school. All parents/guardians will now have access to VS-Mail and the ability to submit absence requests and notes to the school. This will allow the school to notify parents/guardians of school related issues through the app.

It will also allow Parents/Guardians to submit attendance requests online instead of filling out the slip at the back of the journal. Parents will be notified through the App if their absence request has been accepted or declined. You will also be notified if your child is absent by means of the app.

All you are asked to do is download the VSWARE app on the Google play store or App Store to your device/phone. All parents have previously been given their username to access VSWARE and should have created their own password. It is very important that you have access to this app daily as all written communication and absence notes will be through this forum from next week onwards.

The following links will assist you with setting up VSWARE on your device:

<https://support.vsware.ie/guides-for-parents>

This is also available on the school website.

Yours Sincerely,

Principal