

14 November 2023

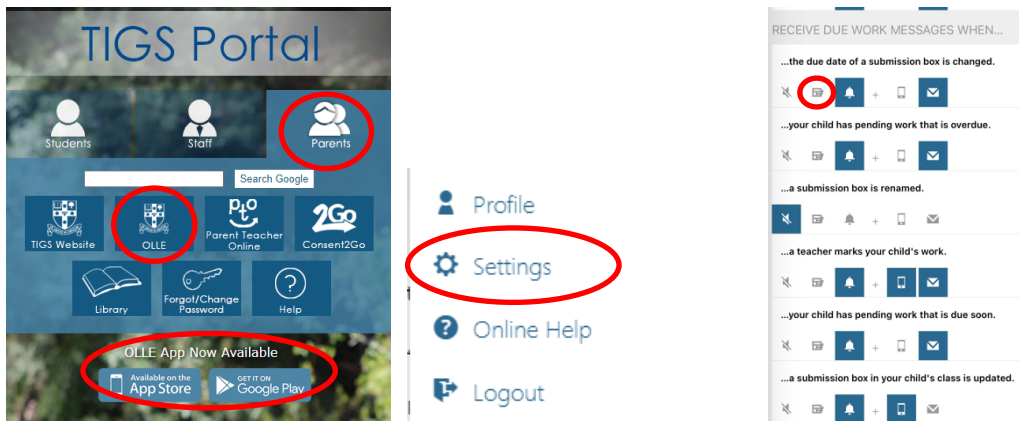
## Year 7 2024 – OLLE Notifications

Dear Parents and Carers

During the Parent Information Evening last week, Mr Foxall introduced our new parents to OLLE and briefly discussed the way it is used in the Senior School.

OLLE can be accessed through any browser via the [TIGS portal](#) but many TIGS parents prefer to access OLLE via the app which is available from both the [Apple App Store](#) or [Google Play Store](#).

Irrespective of how you choose to access OLLE, there are some great options for you to personalise the notifications you will receive regarding your son or daughter's learning, news stories and so forth. Once you've logged into your account, you can access a range of options to turn on or off notifications of various types by clicking on your photo and selecting 'Settings'.



There are several different types of notifications - some will show in the red square adjacent to your photo in the top right corner as shown in the image above, others require you to have the OLLE app and when certain events trigger you will receive a pop-up alert on your phone. Email notifications are another option but, as a kindness, these notifications are

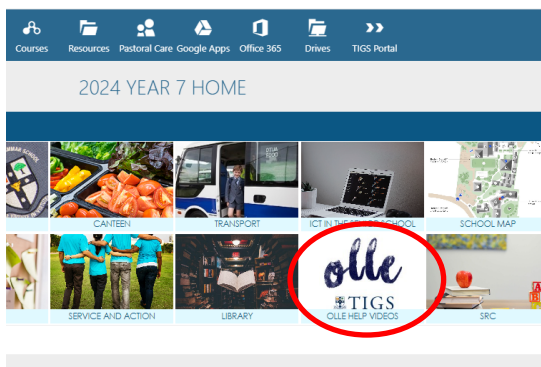
turned off by default! As a parent you are free to select how many notifications you receive, and the manner in which you receive them by clicking on the relevant icons shown above.

One option favoured by some parents is the 'Digest' option - circled above. Clicking 'Digest' will add the relevant notifications to a weekly email that will be sent to families at the start of each week and contain the information you have subscribed to.

To get you up and running, the notifications that are often of most interest to parents are under 'Receive due work messages when...':

- ...a teacher marks your child's work.
- ...your child has pending work that is due soon.
- ... your child has pending work that is overdue.

For further guidance on using OLLE, you will find a range of useful online help videos on the Year 7 OLLE page:



And finally, if you have any questions at all about using OLLE, you will find a Help button on the TIGS portal - you can see it in the first screenshot above. One of our IT team will be more than happy to answer any questions you might have.

Kind regards,



**Mr Nick Hackett**  
Head of Senior School